

**CITY OF SHOREVIEW
AGENDA
REGULAR CITY COUNCIL MEETING
September 6, 2011
7:00 P.M.**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF AGENDA

PROCLAMATIONS AND RECOGNITIONS

--Resolution Supporting the Efforts of Becoming a Beyond the Yellow Ribbon Community

CITIZENS COMMENTS - *Individuals may address the City Council about any item not included on the regular agenda. Specific procedures that are used for Citizens Comments are available on notecards located in the rack near the entrance to the Council Chambers. Speakers are requested to come to the podium, state their name and address for the clerk's record, and limit their remarks to three minutes. Generally, the City Council will not take official action on items discussed at this time, but may typically refer the matter to staff for a future report or direct that the matter be scheduled on an upcoming agenda.*

COUNCIL COMMENTS

CONSENT AGENDA - *These items are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests, in which event the item will be removed from the Consent Agenda and placed elsewhere on the agenda.*

1. August 8, 2011 City Council Workshop Meeting Minutes
2. August 15, 2011 City Council Meeting Minutes
3. August 15, 2011 City Council Workshop Meeting Minutes
4. Receipt of Committee/Commission Minutes—
 - Economic Development Authority, June 13, 2011
 - Economic Development Commission, June 21, 2011
 - Human Rights Commission, June 22, 2011
 - Planning Commission, July 26, 2011
5. Verified Claims
6. Purchases
7. Renumbering of Ordinance 882 to 883
8. Developer Escrow Reductions

9. Approval of Final Payment—2011 Seal Coat Project, CP 11-06
10. Approval of Maintenance Agreement between the City and Rice Creek Watershed District for Buffalo Lane Stormwater Facilities, CP 11-09
11. Approval of Final Payment—Sanitary Sewer Lining Project, City Project 11-03
12. Authorize Joint Powers Agreement with State of Minnesota—Emerald Ash Borer Start-up Costs
13. Minor Subdivision—5790/5784 Fairview
14. Authorize Trade-In and Purchase of Skidsteer Loader
15. 2012 Community Center Rate Adjustment
16. Acceptance of Donations—2011 Slice of Shoreview
17. Award of Quote—Tennis Court Resurfacing, Shamrock Park

PUBLIC HEARING

18. Adopt Assessment Role for Abatement of Public Nuisances
 - 1698 Lois Drive
 - 1704 Oakwood Drive
 - 4711 Laura Lane

GENERAL BUSINESS

19. Items Related to 2012 Tax Levy and Budget
 - A. Adopt Preliminary Tax Levy
 - B. Establish Dates for Budget Hearing
20. Approval of On-Sale Liquor License—Red Ginger China Bistro, 5999 Rice Creek Parkway
21. Traffic Control Recommendation—Installation of Stop Signs on Terrace Drive at Pascal Street

STAFF AND CONSULTANT REPORTS AND RECOMMENDATIONS

SPECIAL ORDER OF BUSINESS

ADJOURNMENT

*** Denotes items that require four votes of the City Council.**

**SHOREVIEW CITY COUNCIL MEETING
ROLL CALL
SEPTEMBER 6, 2011**

	<u>PRESENT</u>	<u>ABSENT</u>
Mayor Martin	_____	_____
Councilmember Huffman	_____	_____
Councilmember Quigley	_____	_____
Councilmember Wickstrom	_____	_____
Councilmember Withhart	_____	_____

**APPROVAL OF AGENDA
SEPTEMBER 6, 2011**

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to approve the September 6, 2011 agenda as submitted.

ROLL CALL:	AYES	_____	NAYS	_____
HUFFMAN		_____		_____
QUIGLEY		_____		_____
WICKSTROM		_____		_____
WITHHART		_____		_____
MARTIN		_____		_____

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to approve the September 6, 2011 agenda as revised.

ROLL CALL:	AYES	_____	NAYS	_____
HUFFMAN		_____		_____
QUIGLEY		_____		_____
WICKSTROM		_____		_____
WITHHART		_____		_____
MARTIN		_____		_____

A RESOLUTION SUPPORTING THE EFFORTS OF BECOMING A BEYOND THE YELLOW RIBBON COMMUNITY

WHEREAS, Many families support their military service members who are serving in the United States and overseas to protect the values and freedom enjoyed by the citizens of the United States of America, and;

WHEREAS, a Beyond the Yellow Ribbon Community Group has been formed in an effort to assist connecting local military family members with a community network of support that is understood and trusted by military families, where military residents and their families are recognized and can access information and services to assist them during the deployment cycle and is sustainable for future military families as deployment becomes necessary, and;

WHEREAS, this Beyond the Yellow Ribbon Community Group will build on the existing strength of our community and organizations by continuing to support awareness and addressing the needs of spouses and children throughout the deployment, deployment-reintegration process and through extended periods after homecoming in ways to lessen their burden while a family member is deployed or is impacted by their service to community and country, and;

WHEREAS, We believe the effects of deployment do not end when the soldier returns home and the family is reunited; this process takes months for some families and years for others; We believe the ultimate vision of the community is to offer support to military families and honor them in our midst, and;

WHEREAS, the City Council of the City of Shoreview, Minnesota and the Beyond the Yellow Ribbon Community Group encourage key groups of the community service members and their families to be proactive and work in harmony to develop a program which empowers community synchronization of effort and build an enduring and sustainable network of support.

NOW THEREFORE BE IT RESOLVED, on behalf of our residents, the City Council of Shoreview, Minnesota is proud to recognize, appreciate and say Thank You to our military members and their families for their service sacrifices and in all they do.

AND, BE IT FURTHER RESOLVED, that the residents and the City Council of the City of Shoreview, Minnesota do fully support the efforts of the Beyond the Yellow Ribbon Community Group to support our military members and their families while defending the democratic values of the United States of America.

Sandra C. Martin, Mayor

CITIZEN COMMENTS
SEPTEMBER 6, 2011

Name: _____

Address: _____

Comment: _____

Name: _____

Address: _____

Comment: _____

Name: _____

Address: _____

Comment: _____

Name: _____

Address: _____

Comment: _____

COUNCIL COMMENTS
SEPTEMBER 6, 2011

Name: _____

Comment: _____

Name: _____

Comment: _____

Name: _____

Comment: _____

Name: _____

Comment: _____

Name: _____

Comment: _____

**SHOREVIEW CITY COUNCIL
WORKSHOP MEETING MINUTES
August 8, 2011**

DRAFT

Attendees:

City Council: Mayor Martin; Councilmembers Huffman, Quigley, Wickstrom and Withhart

Staff: Terry Schwerm, City Manager
Jeanne Haapala, Finance Director
Mark Maloney, Public Works Director
Fred Espe, Assistant Finance Director

Yellow Ribbon Campaign Bob Scherm, North Heights Lutheran Church

Mayor Martin called the meeting to order at 7:00 p.m.

DISCUSSION REGARDING YELLOW RIBBON CAMPAIGN

Mr. Bob Scherm, North Heights Lutheran Church, was present to explain the Yellow Ribbon Campaign, a military care ministry. The ministry has been working since 2005 with Battalion 407 in Arden Hills. Over the last several years, he has worked to establish a relationship with military personnel. When a program was initiated at his church to adopt a soldier, 60 families responded.

Councilmember Wickstrom stated that the Ramsey County League of Local Governments has been working on the Yellow Ribbon project for the past four or five months. The purpose is for service members and their families to be aware of community support resources, training and other services. There is no impact to the City budget, as the work is done by volunteers. She requested that a page be set up on the City website listing resources available.

Mr. Scherm stated that service people only want to be appreciated. They do not get much help. There are two things the Council can do. One would be a thank you letter from the Council or Mayor. That carries a lot of weight. Second would be to offer Community Center services, such as free family day passes, or offering it as a venue for band concerts. The military is looking for venues for concerts, which veterans like to attend. It would be a good way to connect with them and make them aware of the community of Shoreview.

Mayor Martin stated that it is difficult to get information about when service men and women are deployed or return. Mr. Scherm suggested making an appointment with the commanding officer to begin forming a relationship. Also, he suggested getting churches involved.

Councilmember Wickstrom stated that a database of contacts is in the process of being developed. The Ramsey County League of Local Governments includes all cities in Ramsey

County except St. Paul. There are templates set up to follow and guidelines so this work is not duplicative. The first thing needed is to have every city pass a resolution supporting joint communication services. The goal is to respond to military families within the first year.

Mr. Schwerm stated that these suggestions can be implemented, but the difficulty is in finding out who the families of military personnel that reside in Shoreview. He believes that Ramsey County League of Local Governments is a good place to coordinate a countywide effort. They are doing a good job of identifying City resources.

Mayor Martin stated that the Council supports the whole concept. Details need to be worked out so what is done is fair. The band leader is a great supporter, and this might be an opportunity for the band to partner with the military for a concert. Mayor Martin offered to go to any public meeting or event when needed, and she will meet with Colonel Smith through Mr. Scherm's introduction.

DISCUSSION OF 2012 BUDGET AND PRELIMINARY TAX LEVY ADOPTION

Preliminary Tax Levy

Mr. Schwerm stated that for the proposed preliminary tax levy, department heads were asked to submit their requests. At this presentation, no cuts have been made to the levy requests. The 2011 adopted levy was \$350,000 more than shown to account for market value homestead credit that was cut by the state.

Ms. Haapala stated that will not be necessary in 2012, and it has been removed. In 2012, the General Fund is shown to be up 4.4%. The EDA levy is increased by \$30,000; and the debt levy is up \$50,000. Taxable value is still falling in Ramsey County. Based on 2011, it is estimated to be about a 4% decrease. Residential property values are estimated to drop 5.5%. Other properties are not expected to drop as much as residential properties.

In 2012, the market value homestead credit program has been significantly modified. Under the old system, residential property taxes were bought down for homes valued less than \$413,000, on a sliding scale. A home valued at \$76,000 was given the biggest credit. As property value increased, the County set a market value. The calculated tax rate was based on the levy adopted and the market value estimated for credit off taxes. The credit was then reimbursed to the City by the state, which has been a problem throughout the tenure of the program.

Next year, a new program will be enacted. A portion of a home's market value will be excluded for tax purposes. This creates a new market value, which is lower than the estimated market value. It also creates a reduced value (taxable value) for tax calculations. A big advantage is that state credits and reimbursements are eliminated so there is no need to add estimated market value credits to the levy. What is unclear is how this program will impact different properties. It will cause the City's tax rate to go up because of the lower property values that will be assigned

to properties, but the levy will be lower because it does not include market value. It will be harder to explain at the public hearing with all the changes in values in different jurisdictions.

Councilmember Wickstrom noted that there will be a ceiling in classification rates to shift the tax burden.

Mayor Martin stated that the City will collect based on taxable value after the exclusion of market value. The issue is transparency. This is good for homeowners because they will receive credit, but cities will not have to make up that credit on the levy. Mr. Schwerm added that comparisons will be harder to show, and the taxable value will not show clearly on the tax statement.

Councilmember Quigley asked if anything has to be made up in the levy. Ms. Haapala stated that nothing changes in the City's tax collection. What is not known is how this will impact individual tax bills.

Operating Budget

Mr. Schwerm stated that the 2012 operating budget assumes a 2% wage adjustment for staff plus an additional \$50 per month contribution for health insurance. Health insurance rates are not known yet.

Ms. Haapala noted that health insurance costs would be 54% higher if the City had stayed on the County plan. The General Fund is up 4.2%. Revenue is expected to decrease in the category of tree sales.

Councilmember Withhart noted that Ramsey County has a tree sale, and he would like to see the City combine with that program. Information can be posted on the website.

Mr. Schwerm summarized budget increases:

- Administrative fines are increasing while court fines are decreasing. Dispatcher costs are increasing. The Sheriff's Department will handle animal control. Startup costs will be the cost of a vehicle, but next year the cost will go down. It is expected that service will be better.
- The Fire Department increases have to do with continuation of expansion of the duty crew system. In 2012, the program is extended to weekday evenings from Monday to Thursday until 11:00 p.m. and Saturdays from 8:00 a.m. – 5:00 p.m. Pay will be increased by \$1.00 an hour to try to get closer to the market average.
- In 2012, there will be election costs of \$30,000.
- There has been discussion about doing a short form community survey every year or every two years and a longer survey every four years.

- A half-time communications specialist position has been added. A large amount of the communications budget is from Cable TV revenues.
- Debt service is up \$50,000.
- Street renewal bonds have been pushed back to 2013.

Capital Funds

The Street Renewal Fund cash flow projections show levy increases of \$75,000 per year through 2016 to support planned projects. One residential street reconstruction project has been delayed to 2014. Also, street rehabilitation bonds in the amount of \$2.5 million have been delayed to 2013. Street projects are being scheduled over a longer time frame because street segments are being added that were not in the original plan to bring City streets up to City standards.

The Fixed Asset Revolving Fund shows a \$50,000 increase for the next several years, primarily because of public safety equipment. There is no minimum fund balance because every year new projects are added that have added more costs to this fund. The wading pool for the Community Center is pushed to 2016, as well as renovations at Bucher and Wilson Parks.

Councilmember Withhart stated that he would like the City to have a program to help people with tree removal from the ash borer. There are some big boulevard trees that could be expensive if they are not treated and have to be removed.

Mayor Martin requested a discussion of ash borer on the agenda for an upcoming Council workshop. She stated that if the Council anticipates lowering the levy, she would like to see it done before the preliminary levy is passed. She noted over \$100,000 in cost related to personnel is proposed, which is 2%. No other city is proposing 2%. That is a big piece of the budget.

Mr. Schwerm stated that the increase to the General Fund for the 2% wage adjustment is \$53,000. A 1% adjustment would be half that amount. The City's compensation plan is close to the median. There is a merit window for quality performance that can reward employees for good performance. People generally like working for the City, and there is not a lot of turnover.

Councilmember Huffman stated that a 5.5% increase in this environment is disconnected with the reality of unemployment. He is not sure how things could be done differently than what is being done now, but it is not just about staff reviewing numbers. The problem is structural.

Mr. Schwerm noted that the Council previously indicated preference for an increase of no more than 3% to 4%.

It was the consensus of the Council to have a short workshop August 15, 2011, after the regular Council meeting and prior to adoption of the preliminary levy to consider reductions to the budget.

OTHER ISSUES

Councilmember Wickstrom reported graffiti in northern Shoreview on telephone boxes and on the boardwalk on County Road I. Staff will contact utility companies for the phone boxes.

Mr. Schwerm stated that the Volunteer Recognition Dinner will be Thursday, October 6, or October 13, in the Shoreview Room.

The meeting adjourned at 9:40 p.m.

DRAFT

**CITY OF SHOREVIEW
MINUTES
REGULAR CITY COUNCIL MEETING
August 15, 2011**

CALL TO ORDER

Pursuant to due call and notice thereof, a regular meeting of the Shoreview City Council was called to order by Mayor Martin on August 15, 2011, at 7:00 p.m.

PLEDGE OF ALLEGIANCE

The meeting opened with the Pledge of Allegiance to the flag.

ROLL CALL

The following members were present: Mayor Martin; Councilmembers Huffman, Quigley, Wickstrom and Withhart.

APPROVAL OF AGENDA

MOTION: by Councilmember Withhart, seconded by Councilmember Huffman to approve the August 15, 2011 agenda as amended.

VOTE: Ayes - 5 Nays - 0

PROCLAMATIONS AND RECOGNITIONS

There were none.

CITIZEN COMMENTS

There were none.

COUNCIL COMMENTS

Mayor Martin:

Wednesday, August 17, 2011, will be the last of the Concert in the Commons series this summer. Performing will be the "R Factor."

Friday evening, August 19, 2011, Friday Night Flix will be showing *Hotel for Dogs*, beginning at 8:00 p.m.

Councilmember Huffman:

CTV is having an Open House for the public at their new studios on Saturday, August 20, 2011, in Roseville. More information is available on the CTV website.

Councilmember Withhart:

Noted that if it rains Friday evening, the movie will be indoors.

Reminder for residents to take advantage of the Farmers' Market on Tuesdays at the Community Center.

Councilmember Wickstrom:

Thank you to staff for efforts to clean up the boardwalk on County Road I.

CONSENT AGENDA

The Finance Director's monthly report and the Community Development report were pulled for discussion.

Mayor Martin noted that in the State Auditor's report, prepared annually, there is good information on tax capacity and spending. It is remarkable that with the quality of life in Shoreview, spending per capita is 24% below the average for cities of similar size. Mr. Schwerm stated that the report will be posted on the City's website in the near future, as the City moves through the budget process.

Councilmember Wickstrom noticed that Bill Fessler and Marlin Rudebusch have resigned from the Economic Development Authority (EDA) and the Economic Development Commission (EDC). She asked about new appointments.

Councilmember Huffman reported that the EDA discussed the vacancies. There is a notice to EDC members for anyone who may be interested in applying. The EDA will also propose possible changes to the bylaws to be able to recruit members from the community at large.

Mr. Schwerm stated that if there is an application within the last year for the EDC, that application will be forwarded to the EDC for consideration. Otherwise, the positions will typically be advertised at the end of the year.

MOTION: by Councilmember Quigley, seconded by Councilmember Huffman to adopt the consent agenda of August 15, 2011, approving the necessary motions and resolutions for item Nos. 1 through 7.

1. August 1, 2011 City Council Meeting Minutes
2. Monthly Reports:
 - Administration
 - Community Development
 - Finance
 - Public Works
 - Park and Recreation
3. Verified Claims in the Amount of \$1,181,033.85
4. Purchases
5. Approve Plans and Specifications and Authorize Ad for Bid - Sewer Lift Station, CP10-02
6. Developer Escrow Reduction
7. Resolution 11.51 Receive Assessment Roll and Order Public Hearing for Hawes/Demar/Rustic Reconstruction Project

VOTE: Ayes - 5 Nays - 0

PUBLIC HEARINGS

There were none.

GENERAL BUSINESS

TEXT AMENDMENT - CITY OF SHOREVIEW, DYNAMIC SIGNS

Presentation by City Planner Kathleen Nordine

Proposed is an amendment to the City's Sign Code that would allow off-premise advertising with dynamic signs. They would be located along high volume traffic corridors where the City has land use control on both sides. The only area that would qualify would be I-694. Property for such signage must be zoned appropriately, C2 General Commercial or Industrial. Setback and spacing requirements are stipulated.

Billboards must be placed within 150 feet of the highway right-of-way. The lineal distance between off-premise signs is 5,250 feet; and the lineal distance from road intersections with highway as measured from the centerline is 1,300 feet. The minimum setback from the property line is 10 feet. The minimum setback from a residential use is 500 feet. In response to the Planning Commission's concern about visual impact, a visual impact study is required prior to the issuance of a permit.

Off-premise signs can only be placed on parcels that are considered vacant and not occupied by another building or structure. Maximum area of the sign is 700 square feet per side and a maximum height of 50 feet. Exceptions can be made to this height requirement, if obstructions

are present. The standard of brightness is defined as a light level not to exceed 0.3 foot candles above ambient light condition as measured at a distance of 250 feet from the sign face.

Legal notices were published. Some language has been incorporated to address the concern of Clear Channel about the State Public Safety system.

The Planning Commission reviewed the proposed amendment and recommends approval on a 6 to 1 vote. Staff also recommends approval.

Withhart asked the maximum potential number of billboards that could be placed in the City. Ms. Nordine stated that there are two existing billboards and the potential for one more.

Mayor Martin asked how the advertising content would be controlled. Ms. Nordine answered that content would be addressed in the lease agreements with the City. The ordinance does not address content.

Wickstrom expressed concern about visual impact in the Grass Lake Open Space and the residential property on the eastern end. Ms. Nordine stated that location does not meet the requirement of placement 500 feet from a residential neighborhood. City Attorney Filla stated that expansion of non-conforming signs requires approval by the City Council.

Mr. Schwerm stated that the proposed regulations are among the more strict than some others in the metro area where dynamic (electronic) signs are allowed. The City is trying to limit potential locations.

MOTION: by Councilmember Quigley, seconded by Councilmember Withhart to adopt Ordinance #882, including an Ordinance Summary, approving the text amendment to Chapter 200 of the Municipal Code pertaining to the Off-Premise Advertising Signs based on the following findings:

1. The ordinance provides locations suitable for off-premise advertising signs but also prevents proliferation and minimizes impacts due to the proposed location standards.
2. A public benefit is achieved through public service announcements and required participation in the State's safety alert system.

ROLL CALL: Ayes: Huffman, Quigley, Wickstrom, Withhart, Martin
Nays: None

AWARD BID - 2011 MSA STREET REHABILITATION

Presentation by Public Works Director Mark Maloney

The 2011 MSA street rehabilitation is for Tanglewood between Lexington and Hodgson Connection and Victoria from Tanglewood to Highway 96. Plans and specifications were approved by the City Council in June.

Four bids were received and opened August 9, 2011. The low bidder is Northwest Asphalt, Inc. in the amount of \$1,111,501.25, which is lower than the Engineer's estimate. It is staff's recommendation to accept this base bid from Northwest Asphalt, Inc. and authorize a contract. No special assessments are associated with this project. It is estimated that the work will be completed by early October.

Wickstrom asked if the process is to recycle the asphalt in place. Mr. Maloney explained that the existing asphalt would be ground into a gravel base. Asphalt emulsion would be added to firm up the subgrade, and then the road will be capped with an asphalt overlay.

MOTION: by Councilmember Quigley, seconded by Councilmember Withhart to adopt Resolution No. 11-48, which accepts the low bid of Northwest Asphalt, Inc. for the 2011 MSA Street Rehabilitation Project, City Project 11-08, and authorizes the Mayor and City Manager to execute a construction contract in the amount of \$1,111,501.25.

Discussion:

Mr. Schwerm noted that permanent solar powered speed monitors will be added along Tanglewood Drive.

ROLL CALL: Ayes: Quigley, Wickstrom, Withhart, Huffman, Martin
Nays: None

WEED ABATEMENT - 705 EMIL AVENUE

Presentation by City Planner Kathleen Nordine

Staff is requesting the Council to order vegetative weed abatement at 705 Emil Avenue to be in effect for the remainder of this year and in 2012. City ordinance requires all properties to be kept free of noxious weeds and lawns to not exceed a height of 9 inches. The owner was notified. Today the property was mowed. The owner believes the property to be in compliance and objects to weed abatement.

Because the grass was so long, additional work is needed in some areas. The property is currently a rental property with a valid rental license. The property is also in foreclosure and is listed in the Sheriff's Sale for August 29, 2011. There have been other instances in the past. The owner was told that as long as the lawn is mowed, there is no issue. However, if for some reason abatement is needed, staff will call the owner first in an effort to resolve the problem. Staff requests a public hearing and adoption of abatement for this property.

Mayor Martin opened the public hearing at 7:40 p.m. There were no comments or questions.

MOTION: by Councilmember Huffman, seconded by Councilmember Wickstrom to adopt Resolution No. 11-49, pursuant to Section 210.020(A), approving the abatement of vegetative growth for the property located at 705 Emil Avenue, and to charge the property owner for the cost of the abatement, including administrative costs. The City Manager is authorized to monitor the properties throughout the 2011 and 2012 growing seasons and to abate any vegetative growth on the property that does not comply with City regulations.

ROLL CALL: Ayes: Wickstrom, Withhart, Huffman, Quigley, Martin
Nays: None

ADJOURNMENT

MOTION: by Councilmember Huffman, seconded by Councilmember Wickstrom to adjourn the meeting at 7:45 p.m.

VOTE: Ayes - 5 Nays - 0

Mayor Martin declared the meeting adjourned.

THESE MINUTES APPROVED BY COUNCIL ON THE ___ DAY OF _____ 2011.

Terry C. Schwerm
City Manager

DRAFT

SHOREVIEW CITY COUNCIL WORKSHOP MEETING

MINUTES

August 15, 2011

Attendees:

City Council: Mayor Martin; Councilmembers Huffman, Quigley, Wickstrom and Withhart

Staff: Terry Schwerm, City Manager
Jeanne Haapala, Finance Director
Mark Maloney, Public Works Director
Fred Espe, Assistant Finance Director

DISCUSSION OF 2012 BUDGET AND PRELIMINARY TAX LEVY ADOPTION

At the last City Council workshop, budget requests were presented without any City Manager recommended reductions, which showed a levy increase of 5.5%. This increase is above the target set by the Council of between 3% and 4%. It was the consensus of the Council to direct staff to bring the levy down to the target range. In order to achieve additional savings, staff is proposing to lower the wage adjustment from 2% to 1%. Other changes include cost savings from an anticipated retirement and elimination of *Access to Shoreview* publication that is put in the local newspaper at over \$7,000 a year. The Community Center transfer was decreased by \$9,000, as it has operated successfully for the last few years.

In addition, a \$25,000 reduction in the street renewal levy is recommended. This levy reduction was accomplished by reconstructing the streets in the Edgetown Acres neighborhood over two years, rather than as one large project. The Edgetown area is not scheduled for reconstruction until the end of this decade.

Withhart asked if the street renewal program was still on schedule. Schwerm responded that due to financial constraints, it is taking a little longer to complete the streets than originally anticipated. For example, one street renewal project was pushed from 2013 to 2014 to maintain the required minimum balance in the street renewal fund. However, a major \$2.5 million street rehabilitation project is still planned in 2013. The City is still scheduled to have all streets in the City reconstructed to modern standards by 2020.

With all of these proposed reductions, the tax levy was reduced by about \$202,000 and the levy increase was reduced from 5.5% to 3.36%.

Mayor Martin asked about information received from the State Auditor and League of Minnesota Cities (LMC) regarding market value homestead credit. Mr. Schwerm responded that the information is complex and will be reviewed at an upcoming budget session. It is a good thing for cities not having to rely on reimbursements, but it will be more difficult for homeowners to understand this year. More data will be available before the preliminary levy.

Mayor Martin noted that the new system will have a major impact on taxable value in addition to the 4.5% that the County has already reduced values. Mr. Schwerm stated that the impact will likely shift tax burden to commercial and industrial properties and apartments.

Councilmember Wickstrom asked how cost effective it would be to keep *Access Shoreview* in the local paper rather than *ShoReviews* that comes out bi-monthly. *Access Shoreview* comes out every two weeks on the website and monthly in the Press and Bulletin with current City activities, programs and reports on key Council actions. *ShoReviews* has information that is not as timely as *Access Shoreview*. For the amount of \$7,000, she would like to keep *Access Shoreview* published in the local papers. Surveys indicate that people get their information from the local newspapers, and she does not want to miss an opportunity to inform residents.

Mr. Schwerm responded that it is difficult to say what is more effective. *Access Shoreview* has run for three months in the newspapers. There has been no feedback from residents so there is not a good sense of its effectiveness. It would be about a 0.10% levy increase to add it back into the budget.

Mayor Martin stated that *Access Shoreview* was in response to the last community survey, but it is still an amenity. It does not hurt core services to cut it. She would like to propose the lowest preliminary levy possible.

Councilmember Withhart stated that a 3.5% levy is still a big increase. There are those who do not see that kind of increase for their own incomes. He asked if the new market value homestead process is likely to last more than a year. Mr. Schwerm stated that the State likes the system because it has saved the State more than \$300 million. He believes this will become a permanent program. Councilmember Withhart responded that in future years it will make the Council's job easier because valid comparisons can be made.

Councilmember Huffman stated that he has no doubt that this budget is disconnected from what the rest of the world is seeing in personal income, although he understands the reasons for the increases.

Mayor Martin noted that the Mayor of St. Paul is asking for a 6% increase after a 0% increase last year. Shoreview has tried to avoid such levy jumps. A zero increase is an artificial low and does not reflect real costs.

Councilmember Withhart stated that a 1% increase for staff salaries is not much, but from others he has talked to many are getting lower than 1%. The Council has been good with increases over the years. Those in the step system will get a step increase plus 1%.

Councilmember Quigley agreed and stated that the City has demonstrated financial prudence. This is a real budget, not games. These decisions are what it takes to do the job. The Council set a clear mission for staff, and he has no problem with the budget presented. He also does not

want to see budget increases jump but rather keep it on an even keel. The best tool to make the most of the economy is to work smarter and harder, and the City has satisfied people. He would have supported a 2% increase in salaries, but is okay with 1%.

Mr. Schwerm stated that there are more options to consider further reductions, but they will have an impact on services.

Councilmember Wickstrom stated that she would like to see *Access Shoreview* in, but can support what is presented. It is important to make sure the City is doing what it can to retain employees, especially those who have worked many years for the City. Replacing employees is expensive. She does not want to do anything that would jeopardize City bond ratings or quality of life ranking. Everyone has worked too hard for that.

Mayor Martin stated that 1% is symbolic, and it is a message that, while other cities are not giving any increase, Shoreview does want to reward its employees. That is the reason for the City's success over the years.

OTHER ISSUES

Councilmember Withhart stated that he will be absent from the September 6th meeting.

Councilmember Withhart expressed his appreciation for the report on the ash borer and monitoring activity by staff on this issue.

The meeting adjourned at 8:31 p.m.

**SHOREVIEW ECONOMIC DEVELOPMENT AUTHORITY
MEETING MINUTES
June 13, 2011**

CALL TO ORDER

President Huffman called the meeting to order on June 13, 2011, at 5:04 p.m.

ROLL CALL

The following members were present: Blake Huffman, Bill Fessler, Terry Quigley, Marlin Rudebusch, Ben Withhart.

Also Present:

Tom Simonson, Assistant City Manager/Community Development Director
Kirsten Barsness, Barsness Consulting Services

APPROVAL OF AGENDA

Fessler moved, Quigley seconded, a motion to approve the June 13, 2011 agenda as submitted.

VOTE: Ayes – 5 Nays – 0

APPROVAL OF MINUTES

Quigley moved, Withhart seconded a motion, to approve the May 9, 2011 meeting minutes as submitted.

VOTE: Ayes - 4 Nays - 0 Abstain - 1 (Rudebusch)

FINANCES AND BUDGET

Approval Claims and Purchases/Report from Treasurer

Fessler expressed concern regarding items that were reported in the EDA budget memo this month but are not in the EDA budget. He quoted: "From now on any expenditures relating to economic development activity will be coded to EDA Fund 240 or HRA Fund 241. Those charges not associated with the work of the EDA (or HRA functions) will be covered through a monthly transfer from the City's General Fund 101." Fessler stated that the EDA went through a public hearing for Funds 240 and 241 that resulted in a tax levy and established budgets that were adopted. Even if items are put in the budget are offset by the General Fund, a case cannot be made to constituents to include those items. He cannot support items being charged to the EDA budget that are outside the charter of the EDA. In talking to the State Auditor, the budget must adhere to what is in the charter because tax funds are being used directly.

SHOREVIEW ECONOMIC DEVELOPMENT AUTHORITY - JUNE 13, 2011

Simonson stated that the City Council on the recommendation of the City Manager and Finance Director recently approved changes to the City's budget to eliminate or consolidate the number of budget activities. The general economic development budget that has been within the Community Development Department to support economic development related expenditures was incorporated into the EDA's budget but will still be supported by a General Fund transfer so there is no real impact to the EDA budget. Simonson noted a transfer of \$10,000 from General Fund 101 to Fund 240 on page 2 of the financial report.

Fessler responded that transfer is listed every month, but he has not had an explanation of what it is. It does not match anything. Money is being moved back and forth and he does not support the change. Simonson said that expenditures on other economic development matters such as the cost for hosting the Shoreview Business Exchange event are all appropriate charges under the economic development program of the City.

Huffman requested staff to discuss these questions with Finance Director Jeanne Haapala and report back to Fessler. Simonson suggested a meeting may be helpful to explain the changes and address the Treasurer's concerns.

Withhart moved, seconded by Quigley, to accept the Treasurer's report as presented with the understanding that the issues raised by Mr. Fessler will be reviewed and discussed with the Finance Director and approve payment of invoices, item Nos. 1 through 8:

- | | | |
|----|--|-------------------------|
| 1. | Community Reinvestment Fund
(Date Paid: 5/31/11-Monthly Loan Service Fee - 5 loans) | \$ 30.00 (Fund 307) |
| 2. | EDA Minutes - Recording Secretary (Deanne Allen)
(Date Paid: 5/2/11) | \$200.00 (Fund 240) |
| 3. | Development Consultant (Kirstin Barsness)
(Consulting Services - Date Paid: 5/2/11) | \$866.25 (Fund 240) |
| 4. | Development Consultant (Kirstin Barsness)
(Consulting Services - Date Paid: 5/2/11) | \$330.00 (Fund 241) |
| 5. | Meeting Dinner (Mansetti's)
(Date Paid: 5/26/11) | \$128.49 (Fund 240) |
| 6. | Info Group Marketing (Business List Update)
(Date Paid: 5/26/11) | \$107.13 (General Fund) |
| 7. | Printing Resources (Business Exchange Flyers)
(Date Paid: 5/16/11) | \$614.53 (General Fund) |
| 8. | Greenhaven Printing (Postage Reimbursement)
(Date Paid: 5/16/11) | \$146.08 (General Fund) |

VOTE: Ayes - 5 Nays - 0

Fessler noted a sixth home loan and another in the application process.

Rudebusch asked if any common factors have been noticed among the loans. Simonson stated that the loans are being used in older neighborhoods. No townhouse applications have yet been received.

GENERAL BUSINESS

Stonehenge/Red Fox Road Retail Development Update

The legislature did pass the one-year extension related to special TIF authority for municipalities to stimulate construction. This alleviates many concerns for the Stonehenge project. The project is now in the normal process of planning the development portion with a financial package and will go through the City application process later this summer. A revised design shows a branch facility of the credit union has been reincorporated on site No. 3. The credit union has agreed to be part of the PUD for approval of the entire site, even though the site will be developed in phases. Stonehenge anticipates applying for retail development of site No. 2 first but will be presenting a PUD for the entire property to be approved as a commercial site. Building and site plan approvals will be brought later.

Stonehenge will make infrastructure improvements up front for all three sites. Two possible financing scenarios from the City would be to provide financing (\$845,000) after the infrastructure improvements are completed, or pay public improvements up front. With payment up front, Stonehenge would enter into an assessment agreement with the City in the event Stonehenge would leave. The credit union will pay a prorated amount for improvements for their site. Stonehenge would receive an additional \$500,000, if the preferred anchor comes in. There is a lot of interest in the site and a number of potential tenants are eager to move forward. A CEO level representative from the preferred anchor will visit the site in July.

The credit union will grant Stonehenge a permanent easement on site No. 3 for the relocation of the billboard. Stonehenge will enter into a land lease agreement with Clear Channel (billboard owner) to help offset payments to the credit union. Clear Channel has agreed to move the billboard to site No. 3.

Huffman reported that he had talked to the owner of the Sinclair property who indicated that if his property is not sold within two months, he will fix it up to run as a gas station again.

Fessler noted the congestion on Red Fox Road and asked what infrastructure improvements are planned. Simonson said that no major road improvements are planned at this time, but he foresees the need to widen Red Fox Road and improve the intersection at Lexington Avenue. The City will have to work with Ramsey County. Stonehenge did an earlier traffic study on their previous development plan, and the City will request that it be updated. A draft of the development agreement with Stonehenge will be presented at the July or August EDA meeting.

SHOREVIEW ECONOMIC DEVELOPMENT AUTHORITY - JUNE 13, 2011

Midland Terrace Apartments

Staff does not anticipate that there will be any issues in regard to qualifying the Midland Terrace buildings for redevelopment tax increment district after the City hired a firm to conduct inspections. Staff met with the two new members of the Metropolitan Council, John Doan and Sandy Rummel, and they were very helpful in identifying components to focus on in a new grant application for the project. A new grant application for \$700,000 in preliminary form was submitted to the Metropolitan Council for comment. As suggested by Metropolitan Council representatives, the application focuses on the project benefits, connectivity for multiple ages, safety for children to walk to school, better access to parks and trails, retail services on Lexington, access to jobs, a bus stop, and inclusion of a component of affordability units. The Metropolitan Council likes to see a mix of incomes in one building. Tycon Companies has not had previous experience with affordable units and feel that the new apartments would be more attractive at market rates. Affordable units are complex in that they require a lot of financial reporting if funded with tax increment and Tycon believes the existing apartment complex provides ample affordable units. The application would also stress storm water and environmental improvements with the elimination of direct discharge into Lake Shoreview. The green sustainability components of the building will also be highlighted. Midland Terrace will submit a development application to the City in late summer or early fall to start the project next year. This will coincide with the road improvement. The final application is due July 15, 2011, and will need a resolution of support from the City Council.

Vacant Commercial Land Inventory

A list and map of vacant commercial properties in Shoreview was presented to the EDA Board. Background information was included for all parcels. A more detailed analysis will be presented at a future meeting for the EDA to evaluate and develop strategies as part of the updated work plan.

Shoreview Village Mall

A letter was sent to the Shoreview Village Mall owner indicating that the City would not be supportive of any further development of the property including any proposed CVS Pharmacy. When staff last met with the owner of the Shoreview Village Mall, he indicated that he would be willing to consider selling the property if he did not have to deal with any tenant issues. Staff has met with an interested developer that may be willing to work with the owner on exploring a sale of the commercial property.

Withhart noted that one tenant in the Mall has a 14- or 15-year lease, which will be difficult to address.

Status Reports - Property Acquisitions

Lange Property: Ramsey County will soon close on the purchase of the Lange property to

incorporate into Ramsey County park system. The City and Rice Creek Watershed District will retain certain wetland and storm water improvement rights.

McGuire Property: The City is close to executing a purchase agreement for the McGuire property. The owner requested half of the payment up front, but the City offered a small percentage as earnest money. The owner has \$9,000 or \$10,000 due in July as part of a Confession of Judgment. The owner has requested Ramsey County to delay the payment requirement until the closing. There has been discussion about removing or forgiving the City portion of cleanup costs for the property. The owner has agreed to an environmental phase one study, a wetland delineation and soil borings. Once the City owns the property, there is the \$139,000 CDBG grant money received from Ramsey County to use on cleanup. As part of that grant, a developer will need to include an affordability component in development.

Schneider Property: A number of conversations have occurred with the owner who is ready to sell. The potential developer has not yet responded to the initial price of the property which was recently placed back on the market. Staff will continue to encourage the developer to acquire the parcel to incorporate into the overall development plan for the area.

Fessler asked the Council's position on the proposed Viking Stadium on the TCAAP property. Huffman responded that a letter was sent to County Commissioner Tony Bennett identifying the five main issues of concern for Shoreview. As yet, there has been no response.

ADJOURNMENT

Quigley moved, Fessler seconded, a motion to adjourn the meeting at 6:30 p.m.

VOTE: Ayes - 5 Nays - 0

SHOREVIEW ECONOMIC DEVELOPMENT COMMISSION

Meeting Minutes

June 21, 2011

ROLL CALL

Chair Josh Wing called the meeting to order at 7:30 a.m. with the following members present: Jeff Washburn, Marlin Rudebusch, Dave Lukowitz, Gene Marsh. Also present were Tom Simonson, Assistant City Manager and Community Development Director, and Terri Hoffard, Deputy Clerk.

Absent: Dave Kroona, Ben Stephens, Bill Fessler and Sue Denkinger (all excused).

ACCEPTANCE OF AGENDA

The agenda was accepted as presented.

Vote: 5 AYES 0 NAYS

APPROVAL OF MINUTES

Moved by Commissioner Lukowitz, seconded by Commissioner Marsh, to approve the minutes of April 19, 2011, as presented.

Vote: 5 AYES 0 NAYS

INFORMATION EXCHANGE

Commissioner Washburn updated the Commission on the City Council meeting from the previous evening. There was also a brief discussion about the proposed Vikings stadium.

Simonson updated the Commission on the Lange property. Rice Creek Watershed District, Ramsey County and the City closed on the property this month. It will be incorporated into the county park system. Storm water ponding will be added to the area along with potential wetland improvements. This could help support area development in the future.

Simonson also reminded Commission members about PaR System's 50-year anniversary event being held on June 28. All members are invited. Commissioner Lukowitz stated that he will attend. Simonson added that Council members have also been extended an invitation and Mayor Martin will present PaR Systems with a proclamation.

Commissioner Washburn asked about adding advertising to our website and newsletter. Lance Hill was at the business exchange event and had a discussion with him about this and Commissioner Washburn said he would bring it up at the next meeting. Simonson said that the

City Council considered but decided to not pursue newsletter advertising at the current time. He is not aware of many cities that include business advertising on their websites, but this would also be a policy discussion for the Council. He suggested the EDC could raise the issue at a future joint workshop meeting.

Chair Wing asked about updates from the Economic Development Authority. Simonson stated that Stonehenge has reached a deal with City/County Credit Union to purchase 6 acres of land near 694 and Lexington Avenue. Simonson passed around a copy of the concept site plan. Stonehenge would like to build a retail center in the middle of the parcel. Some high profile retail tenants are interested in leasing at the retail center and the developer says this is very positive given the general slow economy. Stonehenge is also aggressively pursuing a preferred anchor tenant to take one of the other development pads. Simonson said that TIF assistance will be needed to get this done and the EDA has given their general support if the project can bring retail services that benefit the community.

GENERAL BUSINESS

Wrap-up Discussion of the Special Business Exchange Event

Staff is seeking EDC discussion and feedback on the recent Special Business Exchange hosted by the City Council and EDC that was held on May 19th at the Hilton Garden Inn. There were 18 businesses that signed in at the welcome table and staff estimates 35-40 people visited the event. Most of the feedback received from those business representatives in attendance was very positive and appreciative. The City Council and EDC will need to decide if this special format should be tried again factoring in budget and attendance and if so, how can we improve upon the success of the event.

Some discussion was held regarding the new format for the Business Exchange Event being held after hours instead of mornings. The question was raised whether we should stick with the evening event. Commissioner Lukowitz was generally disappointed with attendance, noting that several businesses brought multiple people making the turnout appear larger than the reality.

Commissioner Marsh suggested holding the event at a Shoreview business. Simonson said that becomes a challenge if the City wants to have the event catered and alcohol served.

Commission members questioned whether the cost outweighed the benefit considering the event cost roughly \$2,000. Chair Wing commented that he saw names of people who haven't attended the morning events. Several members said that the conversations with business representatives were more in-depth than what usually takes place at the morning event and people appeared to stay longer to talk. Commissioner Rudebusch suggested holding only 2 a year. Another suggestion was that the City could mix the events during the year to varying formats, holding a morning, evening and lunch time event with a speaker. Chair Wing suggested we talk about this again at the next meeting. Simonson said that whatever is recommended will

be presented to the Council for their input. This could be another discussion topic at a future joint workshop meeting with the Council.

Commercial Vacant Land Inventory

A vacant commercial land inventory was distributed to the committee after discussion from a prior meeting. Staff has put together a map and will provide a more in-depth report on some of the vacant parcels so that the Commission can assist the EDA in evaluating and developing strategic priorities.

Business and Development

a. Midland Terrace Apartments/ Midland Plaza Redevelopment

City staff will be submitting a Livable Communities Grant with the Met Council to help with project costs. Ramsey County has concerns with the realignment of Owasso Street and the City has our traffic engineering consultant working on resolving the issues. The goal is tear down the strip mall this fall and start road improvements next spring.

b. Shoreview Village Mall

Commissioner Lukowitz thanked Simonson for his well-written letter to Mr. Fogerty, the owner of the mall. Simonson said that prominent retail developer is very interested in the property and recently met with Mr. Fogerty. Staff will follow-up with the property owner to see if he has any interest in negotiating a sale of the shopping center.

c. Funding Support for I-694 Improvements

A segment of 694 through Arden Hills has project funding and Arden Hills has given their consent. The Shoreview segment from Lexington to Rice St. has no funding and would be the last remaining portion of 694 not programmed for expansion. Representatives Runbeck and Scalze are sponsoring a bill that would provide funding for the Shoreview segment of 694 and asked area cities for supporting letters. The City contacted key businesses along the 694 corridor and a number of them provided letters in support of the legislation. The letters were to be presented at the Legislature and to Governor Dayton.

Review EDC Mission Statement and BRE Program Goals/Action Plan

Tabled until next meeting. Chair Wing suggested these items be the focus of the July meeting.

ADJOURNMENT

Moved by Chair Wing, seconded by Commissioner Marsh, to adjourn the meeting at 9:00 a.m.

Vote: 5 AYES 0 NAYS

HUMAN RIGHTS COMMISSION

MEETING MINUTES

June 22, 2011

CALL TO ORDER

Commissioner Frey called the meeting to order at 7:10 p.m. with the following members present: Nancy Hite, Elaine Carnahan, Samuel Abdullai, Cory Springhorn, Richard Bokovoy, Julie Williams and Bob Minton. The following member was absent Kamilyn Choi (excused). Also present was Terry Schwerm, City Manager.

APPROVAL OF MINUTES

Commissioner Minton moved to accept the May 25 minutes, seconded by Commissioner Williams.

Vote: 8 AYES 0 NAYS

SLICE OF SHOREVIEW

Several Commissioners had conflicts with the time and date of the Slice of Shoreview parade, therefore, the Human Rights Commission decided not to be in the 2011 Slice of Shoreview parade.

DOMESTIC PARTNER ORDINANCE UPDATE

Schwerm noted that Tessia Melvin had prepared a draft ordinance for review by the Commission. As written the ordinance was designed to cover domestic partners that both live and work in Shoreview. However, after some discussion by the Commission, it was decided to limit the ordinance to only domestic partners that live in Shoreview since it would be unusual for the City to have a registry for people that live outside the City. There was some discussion about the purpose of the ordinance and whether certain benefits would be received by domestic partners through the registration process.

It was noted that certain establishments are to recognize the registration process for "family discounts." However, this does not take the place of wills health care directives or power of attorney. It was determined that the main purpose of the ordinance is to distinguish Shoreview as a welcoming community.

There was some discussion related to whether the domestic partners needed to live together to be able to register, since the language included that at least one of the partners must live in

Shoreview. After further discussion, Schwerm indicated that he would amend some of the language and send it out to the Committee by e-mail, if his schedule allowed. Once it is reviewed by the Commission, the draft ordinance would be presented to the City Council during a workshop.

BULLIED DVD

A few Commissioners indicated that they needed to leave early, so it was decided by the group to postpone viewing the DVD until the August meeting.

ATTENDANCE RECORD UPDATE

Schwerm reported that Tessia Melvin had contacted Angela Heiderscheid who indicated that she could not continue to serve on the Commission and resigned.

OTHER BUSINESS

None

ADJOURN

There being no further business, Commissioner Williams moved to adjourn the meeting at 7:40 p.m., seconded by Commissioner Bokovoy.

Motion was adopted unanimously.

**SHOREVIEW PLANNING COMMISSION
MEETING MINUTES**

July 26, 2011

CALL TO ORDER

Chair Feldsien called the meeting of the July 26, 2011 SHOREVIEW Planning Commission meeting to order at 7:00 p.m.

ROLL CALL

The following members were present: Chair Feldsien; Commissioners Ferrington, Mons, Proud, Schumer, Solomonson and Wenner.

APPROVAL OF AGENDA

MOTION: by Commissioner Mons, seconded by Commissioner Schumer to approve the agenda as submitted.

VOTE: Ayes - 7 Nays - 0

APPROVAL OF MINUTES

MOTION: by Commissioner Mons, seconded Commissioner Schumer to approve the June 28, 2011 Planning Commission minutes as submitted.

Ayes - 6 Nays - 0 Abstain - 1 (Ferrington)

Commissioner Ferrington abstained, as she was not present at the June 28th meeting.

REPORT ON CITY COUNCIL ACTIONS

City Planner Kathleen Nordine reported that the text amendment for wireless telecommunications facilities, and a text amendment for variances were approved by the City Council at the July 5th City Council meeting.

SHOREVIEW PLANNING COMMISSION - JULY 26, 2011

VARIANCE

FILE NO.: 2416-11-09
APPLICANTS: ANTHONY & KALII YOST
KURT & MICHELLE VIRNIG
LOCATION: 4110 & 4100 VICTORIA ST. N.

The applicant has requested that this matter be held over to the August 23rd Planning Commission meeting. In accordance with the request, staff requests that the review period be extended from 60 days to 120 days.

MOTION: by Commissioner Mons, seconded by Commissioner Wenner that at the request of the applicant, the variance application submitted by Tony and Kali Yost at 4110 Victoria Street and Kurt and Michelle Virnig at 4100 Victoria Street be tabled to the August 23, 2011 Planning Commission meeting, and that the review period be extended to 120 days.

VOTE: Ayes - 7 Nays - 0

NEW BUSINESS

RESIDENTIAL DESIGN REVIEW

FILE NO.: 2422-11-15
APPLICANT: JOSEPH & TAMARA DOUGLAS/
MARLENE F. VINCENT TRUST
LOCATION: 4368 REILAND LANE

Presentation by City Planner Kathleen Nordine

The application is to demolish the existing single-family home, remove the shed, garage and driveway; and construct a new home on the property. The new house will be 1 ½ stories with 2,928 square feet in foundation area. There will be an attached garage of 620 square feet, and landscaping will include rain gardens to manage storm water runoff.

The property is a substandard riparian lot and zoned R1, Detached Residential. It is in the Shoreland Overlay District of Snail Lake. The lot consists of 16,980 square feet with a width of 14 feet at the street and 175 feet at the Ordinary High Water (OHW). The proposal complies with the City's Development Standards for building height, foundation area, and setbacks. Four trees will be removed, including one landmark tree, which requires tree replacement. Shoreland mitigation is required. Architectural Mass and removal of the shed, a non-conforming structure, is proposed.

SHOREVIEW PLANNING COMMISSION - JULY 26, 2011

Notice of the project was sent to property owners within 150 feet of the property. No comments were received. Staff is recommending approval with the conditions listed in the staff report.

Commissioner Mons asked when this property was subdivided. **Ms. Tamara Douglas**, Applicant stated that at this time only a little history is known, which does not include information on the subdivision.

Ms. Bess Jackson, 4364 Reiland Lane, asked for an explanation of Architectural Mass. Ms. Nordine explained that the intent of architectural mass is for the structure to blend in with the environment.

MOTION: by Commissioner Proud, seconded by Commissioner Ferrington to approve residential design review application submitted by Joseph and Tamara Douglas for 4368 Reiland Lane, subject to the following conditions:

1. The project must be completed in accordance with the plans submitted as part the Residential Design Review application. Any significant changes to these plans, as determined by the City Planner, will require review and approval by the Planning Commission.
2. This approval will expire after one year if a building permit has not been issued and work has not begun on the project.
3. Impervious surface coverage shall not exceed 30% of the total lot area as a result of this project. Foundation area shall not exceed 18%.
4. One landmark tree will be removed as a result of the development, and one replacement tree is required. A cash surety to guarantee the replacement tree shall be submitted prior to issuance of a building permit.
5. A tree protection plan shall be submitted prior to issuance of a demolition permit. The approved plan shall be implemented prior to the commencement of work on the property and maintained during the period of construction. The protection plan shall include wood chips and protective fencing at the drip line of the retained trees.
6. An erosion control plan shall be submitted with the demolition permit application and implemented during demolition and construction of the new residence.
7. A Mitigation Affidavit shall be executed prior to the issuance of a building permit for the new residence.
8. A building permit must be obtained before any demolition or construction activity begins.
9. This approval is subject to a 5-day appeal period.

The approval is based on the following finding:

1. The proposal complies with the adopted standards for construction on a substandard riparian lot.

SHOREVIEW PLANNING COMMISSION - JULY 26, 2011

Discussion:

Commissioner Solomonson commended the applicants for the house design, which meets all required Development Standards.

VOTE: Ayes - 7 Nays - 0

VARIANCE

FILE NO.: 2424-11-17
APPLICANT: MICHAEL MORSE
LOCATION: 1648 LOIS DRIVE

Presentation by City Planner Kathleen Nordine

The application is for a detached accessory structure on the applicant's property. The detached garage was recently demolished. The application does not comply with City regulations, and variances are requested. The variances would allow the applicant to exceed the maximum area permitted of 576 square feet and build 1,100 square feet; exceed the maximum height permitted, which is the height of the home at 15 feet--the structure proposed would be 20.4 feet; and build an interior storage area above the main floor at a height of 8 feet; City regulations allow 6 feet for the above storage area. The proposed setbacks are in compliance. The property is developed with a one-story, single-family home of 760 square feet. Lot area is 10,125 square feet with a width of 75 feet.

Construction of the garage began without a building permit. The City has issued a Stop Order. Detached accessory structures cannot exceed 750 square feet or 75% of the dwelling unit foundation area, whichever is more restrictive. Accessory structures cannot exceed 90% of the dwelling unit foundation area, or 1,200 square feet whichever is more restrictive. The intent of the regulations is to make sure accessory structures remain secondary to the residential structure on the property.

The applicant states that practical difficulty is present due to the small size of the home and lack of storage space. The proposed garage will not detract from the neighborhood, as there are other large garages nearby. Economic consideration should be taken into account, as removal of the partial construction would be a significant cost.

Staff does not believe the practical difficulty standard is met. The Code allows a garage of 576 square feet, or 24' x 24', and a storage shed of 115 square feet. Staff believes this is adequate. The garage would be larger than the house and not secondary to the residence as required. Although the house is small, this is not a unique circumstance. There are options for a larger garage, but the applicant does not believe they are feasible. The size of the proposed garage is

SHOREVIEW PLANNING COMMISSION - JULY 26, 2011

based on the property owner's storage needs.

Property owners within 150 feet were notified of the project. Phone calls and written comments were received in support of the project. One phone call was received in opposition.

Commissioner Wenner asked if a business is being managed from this property. Ms. Nordine answered, no, but some of the vehicles/equipment to be stored is related to the applicant's occupation.

Commissioner Ferrington asked what other options are available to the applicant. Ms. Nordine stated that one would be to add onto the house in order to construct a larger garage. The applicant states that adding onto the house is not feasible because of the interior floor layout. Another option would be to construct an attached garage which could be larger. The garage being constructed does not have frost footings and cannot be attached at this time.

Commissioner Mons asked how the City became aware of the construction and City policy regarding construction without a building permit. Ms. Nordine answered that a complaint was made, which brought the project to the attention of the City. Staff attempts to work with property owners to give them other options to consider or apply for a variance.

Mr. Michael Morse, Applicant, stated that he did not get a permit because in October he put in new windows. Requirements for that process were not inspected properly. He did not get a permit for the garage because he knows that it will be well built and sound. He noted that one of his neighbors has a garage that is higher than the house.

Mr. Morse stated he intends this house to be his permanent home. Due to the small size and his personal property, it is necessary to build a larger storage area in order for his girlfriend and two small children to move in. The garage under construction best fits their needs. The siding will be almost identical to the house. The garage is not visible from the east or west. Although larger than the house, the garage is secondary to it because it is set behind the home and appears smaller. From the street, it is not possible to determine that it is larger than the house and does not overpower the house. He has talked to his neighbors who have all been supportive. The garage provides no essentials for daily living. The primary use is for storage of vehicles, equipment and personal property. The allowed size of a garage at 24' x 24' does not allow adequate protection of their property. He has no plans to build a second accessory structure and would support restrictions from building another accessory structure. The garage allows easier access to the back yard due to a ditch that runs along the east side of the house. The loft storage is 8 feet in height to allow storage of stacks of speakers that reach 7.5 feet. The concrete and framing is completed on the structure and all of his savings have been invested. Tearing the structure down to build what the City allows is not feasible. The City's Comprehensive Plan encourages flexibility for housing for young families. Other smaller, similar homes in his neighborhood are occupied by seniors not raising families. To sell the house would mean a

SHOREVIEW PLANNING COMMISSION - JULY 26, 2011

significant loss.

Mr. Morse showed a number of illustrations of other houses and garages in the neighborhood to support his belief that there is no impact to the character of the neighborhood.

Commissioner Solomonson asked if it would be possible to lower the height to 15 feet. **Mr. Morse** stated that the trusses are up. They cannot be altered without ruining the integrity of the structure.

Commissioner Mons asked if construction stopped when the City informed him that a permit is needed. **Mr. Morse** stated that everything stopped and nothing has changed since the stop order was received.

Commissioner Wenner asked if the applicant is doing his own construction. **Mr. Morse** responded that he is helping. He, with friends and family are building it. Those working on it are familiar with the building trade, but they are not home builders.

Commissioner Ferrington asked why utilities were not located prior to construction. That is what triggered the City's awareness of the building. **Mr. Morse** stated that he knew the location of utilities because he installed an electrical fence. The reason he called about utilities was to be able to put in power to the garage. That is when the City came out to mark the water main.

Chair Feldsien opened the discussion to public comment.

Ms. Connie Smallman, 5629 Aldine Street, stated that she would like to see Mr. Morse stay in the neighborhood. The garage does not impact the neighborhood, and she hopes the Commission will give approval.

Mr. Calvin Nets, 5621 Aldine Street, stated that he does not have a problem with the garage being in the neighborhood.

Mr. Jay Santag, 1670 Hillview Road, expressed his approval of the project. He emphasized the storage needs of younger families. Without adequate storage, property will be stored on driveways and visible to the neighborhood. He recommended that the City consider allowing larger garages.

Ms. Jenny Mitchell, 1649 Hillview Road, stated that she lives directly behind Mr. Morse. She cannot see the garage. Mr. Morse is a wonderful neighborhood and wants him to be able to stay.

Ms. Gloria Demirulles, 625 Schifsky Road, stated that she does not know Mr. Morse but is sympathetic to his situation, but this situation would have been avoided had he sought a permit. Her concern is that others come forward without permits or build without a permit.

SHOREVIEW PLANNING COMMISSION - JULY 26, 2011

It is a straight forward process to get a permit from the City. Having followed procedure, they may have been able to build a structure that will meet their needs.

Ms. Darlene Lund, 1643 Lois Drive, stated that she has been in the neighborhood since her childhood. She asked why the restrictions were changed in 2006 for smaller accessory structures, when vehicles are bigger? Additional small structures in the back yard make it cluttered. The best way to protect property and have the yards look nice is to have a decent garage.

Mr. Carl Agner, 5629 Aldine Street, stated that he has seen the project and it is well constructed. Natural resources will be wasted as well as filling the landfill, if the building has to be torn down. Lumber cannot be reused according to the City Code. Houses in the neighborhood that are for sale take months and years to sell. This is an old subdivision with houses built in the 1950s. The closets and rooms and garages are small. These homeowners cannot afford a \$300,000 home. This subdivision needs to be energized. Mr. Morse has good energy and helps the neighborhood. Growth is needed, not more rental property.

Ms. Laurie Welch, 5620 Aldine Street, stated that SHOREVIEW says its Code is in line with surrounding cities, but they are not. In Mounds View any size house can have a 1200 square foot garage. People have more property that they want to keep out of sight. It is not possible with small garages or accessory structures. It is not fair to have such different regulations in neighboring areas.

Mr. Chris Yanisch, 1301 Royal Oaks, stated that he is present to earn the Citizenship Badge in Boy Scouts. He very much favors their argument and does not see a problem in letting the project continue.

Mr. Jim Morse, 1041 Mercury Drive, stated that the applicant is his son. He did advise his son to get a building permit. If he had complied with the rules, he would not have a structure that meets his needs. He apologized but stated that he also understands his side. He requested Commissioners to have compassion for what the applicant and neighborhood are trying to do.

Ms. Robin Netz, 5621 Aldine, stated that she would much rather see a big garage than see all of the items sitting outside to promote vandalism.

Mrs. Tammy Santag, 1670 Hillview Road, stated that she does know Mr. Morse but supports his project. It is impossible to see how big the garage is. He is adding to the neighborhood.

Chair Feldsien closed public discussion.

Commissioner Proud agreed that the garage is difficult to see and well built.

SHOREVIEW PLANNING COMMISSION - JULY 26, 2011

Commissioner Ferrington commended Mr. Morse on his presentation and honesty. She also expressed her appreciation to neighbors for supporting him. The problem for her is the height of the building, and she does not like the fact that there was no application for a permit.

Commissioner Wenner stated that although the garage is well built, it is troubling that a permit was not requested. A similar situation occurred in his own neighborhood where the large garage has now become a point of contention. He also had to change houses because of space to meet his family's needs.

Commissioner Solomonson stated that the spirit of the ordinance is for the home to be the main dwelling. His main concern is the height. He agreed that there is hardship because of the size of the house, but he is concerned about the large number of items to be stored. At some point, the question needs to be asked if some property should be stored elsewhere. He would be comfortable if the height were 15 feet with the same area.

Commissioner Mons stated that approval would give others an incentive to build without a permit. The main issue for him is the height and building mass that is disproportionate. He is not so much opposed to the size area as the height and mass of the building. However, he cannot support this variance because of the precedence it would set in the rest of the community. If the applicant is willing, he believes a compromise can be reached.

Commissioner Schumer stated that he does not want to see good people leave, but the problem is the permit process. Part of being a homeowner is understanding that any building in the City needs approval. The Commission has shown its willingness to work with residents to achieve what they need. The process was not followed and he cannot support a variance.

Chair Feldsien concurred with Commissioners' comments. His issue is also the height and size. He cannot support this variance.

Commissioner Mons suggested that the Commission table the matter to give the applicant an opportunity to modify his proposal and come back. The vote at this meeting would not approve the variance.

Mr. Morse asked if there is an appeal process to go to court. He stated that he understands what the Commission has stated. He would like to table the vote, but he is nervous that if he comes back with a 15-foot height, it still would not be approved. Commissioner Mons responded that there is more comfort with some Commissioners with a 15-foot height, the same as the house. That is the reason for the 15 feet. The way the garage is laid out so that it is larger to the back has more support.

City Attorney Duffek stated that there is an appeal process if the variance is denied. If the application is tabled, the same elements are required to be found by the Commission based upon

SHOREVIEW PLANNING COMMISSION - JULY 26, 2011

the changes made for the August 23rd meeting.

Commissioner Proud stated that he believes there is a solution. If a vote is taken and the variance denied, and if, through appeal, the City Council denies it, a similar application cannot be made for six months.

Mr. Morse agreed to table the matter to the August 23rd meeting.

MOTION: by Commissioner Mons, seconded by Commissioner Wenner to table this application to the August 23rd Planning Commission meeting and encourage the applicant to have further conversation with staff regarding modifications of the proposal.

Discussion:

Commissioner Solomonson stated that what he is looking for in modification is a height that is similar to the house.

VOTE: Ayes - 7 Nays - 0

SITE & BUILDING PLAN REVIEW

FILE NO.: 2423-11-16
APPLICANT: RAMSEY COUNTY PARK & RECREATION
LOCATION: 4979 HODGSON ROAD/TURTLE LAKE COUNTY PARK

Presentation by City Planner Kathleen Nordine

Ramsey County is seeking approval for improvements at Turtle Lake County Park. The application includes removal of the existing bathhouse and picnic shelters and construction of a new restroom building and new larger picnic shelter of 54' x 37'. The playground would be expanded and improved and the swimming beach restored. Internal trails would connect improvements throughout the park as well as connect to the Hodgson Road Trail. Parking would be reconfigured with an additional 20 spaces. Existing parking lot lighting would be removed and two new lights installed. Storm water management would be improved with infiltration basins to capture runoff from the parking areas, playground and beach area and picnic shelter. There are no plans to change the capacity of the boat ramp parking area.

The park use is consistent with the City's Comprehensive Plan. When the Comprehensive Plan was updated in 2008, concerns were noted regarding parking and adequacy of picnic shelters during heavy use. The restroom building and picnic shelter construction will be complimentary with hip-style metal roof and decorative concrete block.

SHOREVIEW PLANNING COMMISSION - JULY 26, 2011

A minimum setback of 50 feet is required from the Ordinary High Water (OHW) mark. Proposed structures exceed this setback requirement. At this time, there are no storm water facilities. The County is in the process of obtaining a permit from Rice Creek Watershed for the storm water improvements.

Property owners within 350 feet were notified of the proposal, including those in North Oaks, and the Turtle Lake Homeowners Association. One comment was received in support; three comments were received that expressed concerns about financing and taxes. The tax question is outside the City's scope of review.

The proposal is consistent with the Comprehensive Plan and Development Code. The plan is in compliance with Code standards. Staff recommends that the Planning Commission forward the application to the City Council for approval with the conditions listed in the staff report.

Commissioner Proud suggested that use of security cameras would be appropriate as a public safety measure for this site. City Planner Nordine stated that the Ramsey County Sheriff's Department was notified. No response has yet been received.

Commissioner Ferrington expressed appreciation for the storm water management improvements and trail connections. However, there are no windows or skylights in the bathhouse, which will mean exclusive use of electricity. Her second concern is reducing the number of picnic shelters from two to one, which will require shared use of two or more groups. There will be more users with two separate structures.

Commissioner Wenner noted that one comment expressed concern that the current land use impacts milfoil in the lake. He asked if there is any evidence to support that concern. Ms. Nordine responded that with a public boat launch, there is the possibility with the transfer of boats from one lake to another. However, she does not have evidence that pinpoints the presence of milfoil to the boat launch.

Mr. Scott Yonke, Director of Planning and Development, Ramsey County Parks and Recreation, stated that the County is looking into installation of security cameras in parks as funding becomes available. They are very expensive. No daylight is planned for the bathhouse building due to costs. A pre-fabricated building is planned. He would be willing to look into the possibility of adding some windows. The two existing shelters are quite disconnected. The park is heavily used. It was felt that one larger shelter would be more adequate for the park. It will be located between parking lots, closer to the bathhouse and beach. A second shelter would also increase costs.

Commissioner Ferrington asked if more than one group could rent the shelter. **Mr. Yonke** answered, no. The County is finding that groups wanting to rent the shelter are increasing in size. The two existing shelters are smaller than needed. Due to budget restraints, two large

SHOREVIEW PLANNING COMMISSION - JULY 26, 2011

shelters are not possible.

Commissioner Mons asked a question about target population. (Did not have mike on and could not hear question.) **Mr. Yonke** stated that the picnic shelter rental is by neighborhood residents as well as residents from other cities.

Commissioner Mons stated that a single shelter is not attractive to a group of six to eight. It is too big. He is not sure the scale addresses the needs of the neighborhood as much as larger rental groups from outside. The proposal addresses the broader population rather than meeting needs of the immediate community. **Mr. Yonke** stated that as much as neighborhood use is encouraged, the needs of the County must be considered. What is proposed responds to the usage patterns observed of larger groups renting the shelter. Two shelters would mean a need for a larger restroom facility, which increase costs.

Commissioner Solomonson asked if there will be scattered picnic tables that are not in a shelter. **Mr. Yonke** answered, yes. There is also a small covered patio area on one end of the restroom building.

Commissioner Ferrington asked the rental cost for the shelter now compared to the rental cost for the new larger shelter.

Commissioner Schumer asked for clarification of financing for this project. **Mr. Yonke** stated that the project was approved by the Ramsey County Board of Commissioners and is funded by the Ramsey County Capital Improvement Program.

MOTION: by Commissioner Solomonson, seconded by Commissioner to recommend that the City Council approve the Site and Building Plan application to redevelop Turtle Lake Park at 4979 Hodgson Road, subject to the following conditions:

1. This approval permit's the redevelopment of the Turtle Lake Park in accordance with the submitted plans. The City Planner may approve minor changes to the submitted plans.
2. Final grading, drainage, erosion control and utility plans are subject to approval by the Public Works Director.
3. A City water permit is required prior to installing the new water tap and associated service line.
4. Lighting on site shall comply with Section 206.030 of the Development Code.
5. City permits shall not be issued prior to Rice Creek Watershed District issuing a permit for the project.

SHOREVIEW PLANNING COMMISSION - JULY 26, 2011

6. The staff is authorized to issue grading and building permits for this project.

This approval is based on the following findings:

1. The proposed use is a permitted use in the R1 Detached Residential District.
2. The use and proposed alterations are consistent with the Planned Land Use, goals and policies of the Comprehensive Plan, Chapter 4, Land Use and Chapter 10 Parks.
3. The storm water management plan is consistent with the City Surface Water Management Plan.
4. The redevelopment is consistent with the Architectural and Site Design criteria and other standards specified in the Municipal Code.

Ms. Nordine noted that the proposal was not opened to public discussion.

Commissioner Solomonson withdrew the motion.

Chair Feldsien opened discussion to the public.

Mr. Larry Dole, 684 Sunset Court, stated that milfoil is not a native plant in Turtle Lake and has been brought in. This proposal addresses a land use issue but does not address lake issues. His letter advocates a user fee for users because he believes they contribute to the problem.

Ms. Gloria Dumeireles, 625 Schifsky Road, stated that one of her concerns is lighting in the park with more people walking the proposed trails at night. Also, there is a safety concern for neighbors with more people in the park. The ball field is quite rough and hard to use. Large groups come to use the ball field, and she would like to see improvements to it. She asked if there will be any provision for storm shelter for people in the park. As much as the park should be enjoyed, she is pleased that improvements appear to be further away from residents in her neighborhood.

Mr. Yonke responded that the existing light poles will be removed. Two light poles will be added. Security lighting will be added to the building. Hours are one-half hour after sunrise to one-half hour after sunset. He will look into whether some small improvements can be made to the ball field that remain within budget. There are no storm shelters in the park and none are planned.

Mr. Mike Johnson, 662 Sunset Court, stated that his concern is connection of the bike path to the path to the lake. It is not necessary to pave grass in the park to provide a trail to the lake.

SHOREVIEW PLANNING COMMISSION - JULY 26, 2011

The infiltration pond for the upper parking lot would remove several oak and pine trees. He requested the location of the pond be where it is not necessary to remove trees. The proposed improvements at a cost of approximately \$900,000, do not address milfoil or zebra mussels in the lake. He recommended better signage and availability of water for boat owners to wash their boats. He urged voting against the proposal in its current form.

Commissioner Ferrington defended the need for a bike trail. It is too dangerous for children to be biking through the parking lots.

MOTION: by Commissioner Solomonson, seconded by Commissioner Schumer to recommend that the City Council approve the Site and Building Plan application to redevelop Turtle Lake Park at 4979 Hodgson Road, subject to the following conditions:

1. This approval permit's the redevelopment of the Turtle Lake Park in accordance with the submitted plans. The City Planner may approve minor changes to the submitted plans.
2. Final grading, drainage, erosion control and utility plans are subject to approval by the Public Works Director.
3. A City water permit is required prior to installing the new water tap and associated service line.
4. Lighting on site shall comply with Section 206.030 of the Development Code.
5. City permits shall not be issued prior to Rice Creek Watershed District issuing a permit for the project.
6. The staff is authorized to issue grading and building permits for this project.

This approval is based on the following findings:

1. The proposed use is a permitted use in the R1Detached Residential District.
2. The use and proposed alterations are consistent with the Planned Land Use, goals and policies of the Comprehensive Plan, Chapter 4, Land Use and Chapter 10 Parks.
3. The storm water management plan is consistent with the City Surface Water Management Plan.
4. The redevelopment is consistent with the Architectural and Site Design criteria and other

SHOREVIEW PLANNING COMMISSION - JULY 26, 2011

standards specified in the Municipal Code.

Discussion:

Commissioner Proud stated that he strongly disagrees with the proposal in its present form. He agreed with Commissioner Mons that a community focus is not present. Two or more smaller shelters would be more appropriate for the community. A security camera system is a basic need.

Commissioner Solomson responded that Shoreview is fortunate to have many parks. The trend is to build larger shelters. He supports a large shelter because the park is smaller, and unsheltered picnic tables are available.

Commissioner Ferrington suggested amending the proposal to be forwarded to the City Council with Commissioners' comments.

Commissioner Mons stated that the application should be voted up or down. He, too, is unwilling to support it.

Chair Feldsien stated that whether the proposal is approved or not by the Planning Commission, the City Council has access to the meeting minutes and comments made.

VOTE: Ayes - 4 Nays -3

Commissioner Mons requested a roll call.

ROLL CALL: Ayes: Feldsien, Schumer, Solomonson, Wenner
 Nays: Ferrington, Mons, Proud

PUBLIC HEARING TEXT AMENDMENT - DYNAMIC DISPLAY BILLBOARDS

FILE NO.: **2420-11-13**
APPLICANT: **CITY OF SHOREVIEW**
LOCATION: **CITY WIDE**

Presentation by City Planner Kathleen Nordine

The previous draft of this text amendment allowed only off-premise dynamic display billboards. However, there is a legal concern that all signs must be treated equally. Therefore, the proposed draft includes static and dynamic billboards. Billboards are allowed along high traffic volume roads, which is I-694 where the City has control of both sides of the road. I-35W is not included

SHOREVIEW PLANNING COMMISSION - JULY 26, 2011

because the cities of Mounds View and Blaine are on the other side. Billboards would be allowed in a Planned Unit Development with zoning of C2, Commercial and Industrial districts. Spacing requirements are that billboards must be placed within 100 feet of the highway. A lineal distance between off-premise signs is 5,500 feet. The minimum setback for the sign structure is 10 feet and from an intersection 1,300 feet measured from the center line of the highway. There is also a 500-foot setback required from a residential use.

Staff is recommending that a visual impact study be required prior to issuance of a sign permit to address impact on residential uses or obstruction of views of County Open Space. Signs could be placed on vacant properties, unless there is a building or structure on the property. Dimensions are: 1) maximum sign area permitted is 700 square feet; 2) maximum height is 50 feet or up to 70 feet if obstructions are present; and 3) two-sided signs are permitted. Brightness cannot exceed 0.3 foot candles above ambient light at a distance of 250 feet from the sign face.

This ordinance amendment was noticed in the City's legal newspaper. Clear Wire has provided written and verbal comment regarding more flexibility with materials and brightness. Clear Wire has interest in placing a sign on the tower property, which is vacant but has the tower structures. There is also concern about being required to participate in the State Public Safety Program, if that program were to be discontinued.

Staff is recommending the amendment be forwarded to the City Council for approval as amended.

Commissioner Solomonson clarified that the 5,500 measurement between signs is only on one side.

Commissioner Ferrington stated that if there is a two-sided sign, it needs to be clarified that the measurement is only from one side. Ms. Nordine responded that measuring from both sides would be too restrictive.

Chair Feldsien opened the public hearing.

Mr. Richard Sontere, 3225 Spring Street NE, Minneapolis, stated that he is present from Clear Wire to answer questions. He commended staff for their efforts and cooperation.

Commissioner Solomonson asked why the tower property would be excluded from use for a billboard. Ms. Nordine answered that the property is not properly zoned, and there would be a spacing issue. Consideration of the tower property for a billboard in the future would require an ordinance amendment.

MOTION: by Commissioner Mons, seconded by Commissioner Schumer to close the public hearing.

SHOREVIEW PLANNING COMMISSION - JULY 26, 2011

VOTE: Ayes - 7 Nays - 0

Commissioner Proud referred to page 2 under General Standards, 2A and asked that the right-of-way referred to be specified. In item B below, he asked if the minimum lineal distance is a straight line. If so, stating straight line may be clearer. Item 2F, regarding the visual impact analysis, should be at the expense of the applicant. Item 3, regarding vacant properties, he stated that it is ambiguous as to how a lot split would be handled. On page 3, 2A, regarding brightness, he would change "shielding to minimize glare" to "shielding to minimize spill over light." Under item 2B, reference to photo cell should be more generic. He disagreed with the method to measure 0.3 foot candles under item 2C. He believes the measurement should be at the face of the sign, not 250 feet. This should be reviewed by an engineer. On page 4, 50% of replacement value should state replacement cost. Also, he would like to see an added condition that approval would be for a limited time period.

MOTION: by Commissioner Solomonson, seconded by Commissioner Schumer to recommend the City Council approve the text amendment to Chapter 200 of the Municipal Code pertaining to the Off-premise Advertising Signs. The ordinance provides location suitable for off-premise advertising signs but also prevents proliferation and minimizes impacts due to the proposed location standards. A public benefit is achieved through public service announcements and required participation in the State's Safety Alert System.

Discussion:

Chair Feldsien asked if Commissioners would like to incorporate any of the suggested changes by Commissioner Proud.

Commissioner Mons asked Commissioner Proud to offer amendments to the proposed motion.

Commissioner Proud responded that he does not want to offer amendments, as he does not believe the ordinance amendment is ready for a vote. More careful examination is needed. He supports the concept, but he will vote against the motion, as he believes the items he mentioned have not been appropriately covered, such as the measure for brightness.

Commissioner Solomonson noted that the measure for brightness stated is an industry standard. Commissioner Proud responded that the industry standard is not necessarily what is best for SHOREVIEW.

VOTE: Ayes - 6 Nays - 1 (Proud)

SHOREVIEW PLANNING COMMISSION - JULY 26, 2011

MISCELLANEOUS

City Council Meetings

Commissioners Wenner and Schumer are respectively scheduled to attend the August 1st and August 15th City Council meetings.

Workshop

The Planning Commission will hold a workshop at 6:00 p.m. on August 23, 2011, prior to the regular meeting.

ADJOURNMENT

MOTION: by Commissioner Schumer, seconded by Commissioner Ferrington to adjourn the July 26, 2011, Planning Commission meeting at 10:10 p.m.

ROLL CALL: Ayes - 7 Nays - 0

ATTEST:

Kathleen Nordine
City Planner

MOTION SHEET

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

To approve the following payment of bills as presented by the finance department.

Date	Description	Amount
8/16/2011	Accounts payable	\$ 32,388.41
8/18/2011	Accounts payable	\$ 307,678.94
8/23/2011	Accounts payable	\$ 253,737.54
8/25/2011	Accounts payable	\$ 133,743.67
8/30/2011	Accounts payable	\$ 1,177.95
9/1/2011	Accounts payable	\$ 13,453.45
9/6/2011	Accounts payable	\$ 263,102.23
Sub-total Accounts Payable		\$ 1,005,282.19
8/26/2011	Payroll 123199 to 123261 953409 to 953596	\$164,992.76
8/27/2011	Payroll 123262 953597 to 953600	\$2,533.51
Sub-total Payroll		\$ 167,526.27
TOTAL		\$ 1,172,808.46

ROLL CALL:	AYES	NAYS
Huffman		
Quigley		
Wickstrom		
Withhart		
Martin		

9/6/2011

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
TALLY, ELIZABETH	SEASONAL STALL	220	22040				-\$140.00	-\$140.00
BRADLEY & DEIKE, PA	PROFESSIONAL SERVICES FOR EDA	101	20435				\$170.00	\$170.00
CLASSIC CATERING/PICNIC PLEASE	EVENT	101	40210	4890			\$988.23	\$988.23
COSTELLO, ROBERT	NON-COMPLIANT SURCHARGE REIMBURSEMENT	602	36390				\$750.00	\$750.00
FIRST STUDENT, INC	AUGUST 3 & 5 FIELD TRIP BUSSING	225	43590	3190			\$282.00	\$858.00
		225	43535	3190			\$576.00	
IDENTITY STORES, LLC	FALL SOCCER SHIRTS	225	43510	2170			\$2,625.43	\$2,625.43
LEAGUE OF MN CITIES INS TRUST	CLAIM #11071119/DAHL/PLOW ACCIDENT	260	47400	4340			\$3,762.80	\$3,762.80
LEISER, DAVID W.	SUMMER BASKETBALL CAMPS	225	43510	3190			\$1,680.80	\$1,680.80
LES JONES ROOFING INC	GUERIN GAS STATION STRUCTURE WORK	459	40800	5200			\$5,850.00	\$5,850.00
MALLOY, MONTAGUE, KARNOWSKI,	FINAL BILLING 2010 AUDIT	101	40500	3190			\$1,031.80	\$2,345.00
		601	45050	3010			\$656.60	
		602	45550	3010			\$656.60	
MCHUGH, DAN	FLAG FOOTBALL & MINI SPORT (SES2)	225	43510	3190			\$1,943.00	\$1,943.00
METRO LEASING COMPANY	PUSH PEDAL PULL CARDIO LEASE - AUG 2011	220	43800	3960			\$1,445.35	\$1,445.35
PINZ	SUMMER DISCOVERY FIELD TRIP	225	43535	3190			\$984.00	\$984.00
POSTMASTER	DEPOSIT IN PERMIT IMPRINT 5606-SHOREVIEW	602	45550	3220			\$500.00	\$1,000.00
		601	45050	3220			\$500.00	
T-MOBILE	MONTHLY SERVICE - 6/27 - 7/26/11	601	45050	3190			\$62.81	\$62.81
U.S. BANK	TREADMILL LEASE/ONE SOURCE FIT/AUG 2011	220	43800	3960			\$1,065.99	
ZIG KAULS BASKETBALL SCHOOL	SUMMER BASKETBALL CAMPS	225	43510	3190			\$6,997.00	\$6,997.00

Total of all invoices: \$32,388.41

=====

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
PINZ	SUMMER DISCOVERY FIELD TRIP	225	43535	3190			-\$984.00	-\$984.00
AID ELECTRIC CORPORATION	INS CLAIM C0008813. TURTLE LAKE LIFT ST	260	47400	4340			\$604.12	\$604.12
ALLEN, DEANNE	COUNCIL AND PLANNING MINUTES	101	44100	3190			\$150.00	\$350.00
		101	40200	3190			\$200.00	
ANCHOR PAPER	COPY PAPER	101	40200	2010			\$735.83	
BAVIER, YVONNE	CUSTOMER SATISFACTION REFUND	220	34410		005		\$100.00	\$100.00
CEAM C/O LEAGUE OF MN CITIES	2011 CEAM MEMBERSHIP FOR MARK MALONEY	101	42050	4330			\$60.00	\$60.00
COMPUTER EXPLORERS	COMPUTER CAMPS 8/8/11	225	43580	3170			\$4,212.00	\$4,212.00
DELUXE FORMS.COM	DEPOSIT SLIP FEE	101	40500	2010			\$91.09	\$91.09
DYNAMEX DELIVERS NOW/ROADRUNNE	DELIVERIES-MET COUNCIL AND EAGAN PO	101	44100	3390			\$26.74	\$66.52
		601	45050	3220			\$19.89	
		602	45550	3220			\$19.89	
DYNAMEX DELIVERS NOW/ROADRUNNE	DELIVER MET COUNCIL PACKET	101	44100	3390			\$26.74	
GOODMANSON CONSTRUCTION	SIDEWALK ESCROW RET 265 OAKWOOD RES11-50	101	22020				\$750.00	\$750.00
JUEAN, QUINCY	FACILITY REFUND	220	22040				\$250.00	\$250.00
KIDS CLUB, CENTENNIAL	FACILITY REFUND	220	22040				\$418.50	\$418.50
LUND BUILDERS INC	EROS & GRADE 999 OAKRIDGE AVE RES 11-50	101	22030				\$2,000.00	\$3,000.00
		101	22025				\$1,000.00	
MAYER ARTS, INC	HIP HOP DANCE CAMP 8/1	225	43580	3170			\$714.00	\$714.00
MCNAUGHTON, ROB	SOFTBALL (MON COREC)	220	22040				\$150.00	\$150.00
MOORE, LINDSEY	PASS REFUND	220	22040				\$615.97	\$615.97
MRPA	ATTN GERRY TURNBERG-FALL SOFTBALL REG	225	43510	3190			\$462.00	
NEOFUNDS BY NEOPOST	POSTAGE FOR POSTAGE MACHINE	101	40200	3220			\$4,000.00	\$4,000.00
NORTH SUBURBAN ACCESS CORPORAT	QUARTERLY WEBSTREAMING	230	40900	3190			\$900.00	\$900.00
PELTON, AMBER	FACILITY REFUND	220	22040				\$250.00	\$250.00
PINZ	SUMMER DISCOVERY FIELD TRIP	225	43535	3190			\$675.23	\$675.23
PRESS PUBLICATIONS	AUGUST SHOREVIEW ACCESS AD	101	40400	3390			\$270.30	\$270.30
RAMSEY COUNTY PROPERTY RECORDS	REPAIR EMER PRE-EMP ON SIGNALS JAN-JUN	101	42200	3190			\$502.76	\$502.76
RICOH AMERICAS CORPORATION	LEASE CITY HALL COPIERS	101	40200	3930			\$2,199.88	\$2,199.88
RIGGS, CHANNING	PEEWEE GIRLS	220	22040				\$48.00	\$48.00
RODRIGUEZ, CARLOS RUIZ	SIDEWALK ESCROW RET 279 OAKWOOD RES11-50	101	22020				\$750.00	\$750.00
ROW BUILDERS LLC	ESCROW RED 4778 CUMBERLAND RES 11-50	101	22030				\$2,000.00	\$5,750.00
		101	22025				\$1,000.00	
		101	22020				\$2,750.00	
S & S TREE SPECIALISTS, INC	BLVD STUMP GRINDING	101	43900	3190			\$780.19	
SCHERMERHORN, VALARIE	PASS REFUND	220	22040				\$109.26	\$109.26
SCHULTZ, STEVE	FACILITY REFUND	220	22040				\$50.00	\$50.00
SCHULZE, WENDY	MINI MITES	220	22040				\$58.00	\$58.00
SHORT ELLIOTT HENDRICKSON, INC	SHORE OWASSO ST REVIEW	307	44100	4890			\$9,187.99	
SIGNATURE LIGHTING INC	STREET LIGHT REPAIR-ALAMEDA/EMIL	604	42600	3810			\$973.18	\$973.18
SIGNATURE LIGHTING INC	STREET LIGHT REPAIR-SCENIC/CO RD J	604	42600	3810			\$3,894.25	\$3,894.25
SIGNATURE LIGHTING INC	STREET LIGHT REPAIR-ROBINHOOD PL/CIR	604	42600	3810			\$807.72	\$807.72
SIGNATURE LIGHTING INC	STREET LIGHT REPAIR-LAKE BEACH CT W	604	42600	3810			\$225.35	\$225.35
SIGNATURE LIGHTING INC	STREET LIGHT REPAIR-EVERGREEN/CATHERINE	604	42600	3810			\$672.60	\$672.60
SWANK MOTION PICTURES, INC.	MOVIE LICENSE FOR 8/19 HOTEL FOR DOGS	225	43590	3173			\$424.21	\$424.21
TDS METROCOM	TELEPHONE SERVICES	101	40200	3210			\$1,170.80	\$1,881.74
		101	43710	3210			\$289.16	
		601	45050	3210			\$34.87	
		230	40900	3190			\$386.91	
VEIT & COMPANIES	PAYMENT 2, PROJECT 11-03	436	47000	5900			\$231,542.06	
WESTERMAN, TAYNA	SQUIRTS COREC	220	22040				\$48.00	\$48.00

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
WU, ZHISHAN	SQUIRTS COREC	220	22040				\$38.00	\$38.00
XCEL ENERGY	ELECTRIC: LIFT STATIONS	603	45850	4890			\$162.51	\$162.51
XCEL ENERGY	ELECTRIC: SURFACE WATER	603	45900	3610			\$45.18	\$45.18
XCEL ENERGY	ELECTRIC: TRAFFIC SIGNAL SHARED W/A HILL	101	42200	3610			\$39.07	\$39.07
XCEL ENERGY	ELECTRIC: SLICE OF SHOREVIEW	270	40250	3610			\$78.10	\$78.10
XCEL ENERGY	ELECTRIC/GAS: COMMUNITY CENTER	220	43800	3610			\$24,360.30	\$26,600.27
		220	43800	2140			\$2,239.97	
XCEL ENERGY	ELECTRIC: 4380 RICE STREET	603	45900	3610			\$32.56	
XCEL ENERGY	ELECTRIC: SIRENS	101	41500	3610			\$59.76	\$59.76
ZAWADSKI HOMES	EROS & GRADING 568 LAKERIDGE RES 11-50	101	22030				\$2,000.00	\$3,000.00
		101	22025				\$1,000.00	

							Total of all invoices:	\$307,678.94
								=====

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
AMAZON.COM	TELEPHONE ADAPTOR	101	40550	2180				\$45.39	\$45.39
AMAZON.COM	OFFICE 2007 FOR PARKS LAPTOP	422	40550	5800				\$289.50	\$289.50
APWA.COM	APWA CONFERENCE: MALONEY, MARK	101	42050	4500				\$625.00	\$625.00
BACK 2 BASICS LEARNING	CAMPS WEEK OF 8/15	225	43580	3170				\$1,551.00	\$1,551.00
C & E HARDWARE - CITY VISA CAR	ADVENTURE QUEST SUPPLIES	225	43590	2175				\$11.71	\$11.71
CLASSIC COLLISION CENTER	PREMIUM FUEL	701	46500	2120				\$87.13	\$87.13
CLASSIC COLLISION CENTER	PREMIUM FUEL	701	46500	2120				\$113.34	\$113.34
CLASSIC COLLISION CENTER	PREMIUM FUEL	701	46500	2120				\$81.42	\$81.42
CLUB EXPRESS.COM	MEMBERSHIP: HUMAN RESOURCES	101	40210	3360				\$65.00	\$65.00
COMCAST.COM	GUEST ACCESS INTERNET SERVICE:AUGUST 11	220	43800	3950				\$59.95	\$59.95
COMCAST.COM	COMPLEX STAFF INTERNET SERVICE:AUGUST 11	230	40900	3190				\$55.23	
COMCAST.COM	GUEST ACCESS INTERNET SERVICES:AUGUST 11	230	40900	3190				\$102.62	\$102.62
CONSTANT CONTACT.COM	EMAIL MARKETING SERVICE: JULY 2011	459	43800	3190				\$40.00	\$80.00
		225	43400	4330				\$40.00	
DAVANNI'S	ADVENTURE QUEST LIT LUNCH	225	43590	2175				\$30.00	\$30.00
EMERT, CAROL	REIMBURSEMENT FOR MILEAGE & PARKING	101	43400	3270				\$22.24	\$22.24
FIRST STUDENT, INC	AUGUST 10 & AUGUST 17 FIELD TRIP BUSSING	225	43535	3190				\$1,113.00	\$1,113.00
FLEET FARM	POND SUPPLIES	603	45850	2180				\$331.46	\$331.46
FOUR SEASONS AIR SPECIALISTS,	NEW BAKERY DROP BOX	220	43800	2180				\$209.80	\$209.80
GENESIS EMPLOYEE BENEFITS, INC	FLEX - MED/DEPENDENT CARE 08-19-11	101	20431					\$1,965.54	\$2,173.87
		101	20432					\$208.33	
GOLDEN DELI & MARKET	APWA SUPPLIES	101	42050	4500				\$188.57	\$188.57
GRANDMA'S BAKERY	BAKERY FOR RESALE FOR WAVE	220	43800	2590				\$17.21	\$17.21
GRANDMA'S BAKERY	BAKERY FOR RESALE FOR WAVE	220	43800	2590				\$17.21	\$17.21
GRANDMA'S BAKERY	BAKERY FOR RESALE FOR WAVE	220	43800	2590				\$19.99	\$19.99
GRANDMA'S BAKERY	BAKERY FOR RESALE FOR WAVE	220	43800	2590				\$17.00	\$17.00
GRANDMA'S BAKERY	BAKERY FOR RESALE FOR WAVE	220	43800	2590				\$38.74	\$38.74
GRANDMA'S BAKERY	BAKERY FOR RESALE FOR WAVE	220	43800	2590				\$19.99	\$19.99
GRANDMA'S BAKERY	BAKERY FOR RESALE FOR WAVE	220	43800	2590				\$19.99	\$19.99
GRANDMA'S BAKERY	BAKERY FOR RESALE FOR WAVE	220	43800	2590				\$19.99	\$19.99
GRANDMA'S BAKERY	BAKERY FOR RESALE FOR WAVE	220	43800	2590				\$19.99	\$19.99
GRANDMA'S BAKERY	BAKERY FOR RESALE FOR WAVE	220	43800	2590				\$19.99	\$19.99
GRANDMA'S BAKERY	BAKERY FOR RESALE FOR WAVE	220	43800	2590				\$19.99	\$19.99
GRANDMA'S BAKERY	BAKERY FOR RESALE FOR WAVE	220	43800	2590				\$19.99	\$19.99
GRANDMA'S BAKERY	BAKERY FOR RESALE FOR WAVE	220	43800	2590				\$19.99	\$19.99
GRANDMA'S BAKERY	BAKERY FOR RESALE FOR WAVE	220	43800	2590				\$19.99	\$19.99
GRANDMA'S BAKERY	BAKERY FOR RESALE FOR WAVE	220	43800	2590				\$19.99	\$19.99
GRANDMA'S BAKERY	BAKERY FOR RESALE FOR WAVE	220	43800	2590				\$19.99	\$19.99
GRANDMA'S BAKERY	BAKERY FOR RESALE FOR WAVE	220	43800	2590				\$19.99	\$19.99
GRANDMA'S BAKERY	BAKERY FOR RESALE FOR WAVE	220	43800	2590				\$19.99	\$19.99
GRANDMA'S BAKERY	BAKERY FOR RESALE FOR WAVE	220	43800	2590				\$19.99	\$19.99
GRANDMA'S BAKERY	BAKERY FOR RESALE FOR WAVE	220	43800	2590				\$19.99	\$19.99
GRANDMA'S BAKERY	BAKERY FOR RESALE FOR WAVE	220	43800	2590				\$19.99	\$19.99
GRANDMA'S BAKERY	BAKERY FOR RESALE FOR WAVE	220	43800	2590				\$19.99	\$19.99
GRANDMA'S BAKERY	BAKERY FOR RESALE FOR WAVE	220	43800	2590				\$19.99	\$19.99
GRANDMA'S BAKERY	BAKERY FOR RESALE FOR WAVE	220	43800	2590				\$19.99	\$19.99
GRANDMA'S BAKERY	BAKERY FOR RESALE FOR WAVE	220	43800	2590				\$19.99	\$19.99
GRANDMA'S BAKERY	BAKERY FOR RESALE FOR WAVE	220	43800	2590				\$19.99	\$19.99
GRANDMA'S BAKERY	BAKERY FOR RESALE FOR WAVE	220	43800	2590				\$19.99	\$19.99
GRANDMA'S BAKERY	BAKERY FOR RESALE FOR WAVE	220	43800	2590				\$19.99	\$19.99
GRANDMA'S BAKERY	BAKERY FOR RESALE FOR WAVE	220	43800	2590				\$19.99	\$19.99
GRANDMA'S BAKERY	BAKERY FOR RESALE FOR WAVE	220	43800	2590				\$19.99	\$19.99
GRANDMA'S BAKERY	BAKERY FOR RESALE FOR WAVE	220	43800	2590				\$19.99	\$19.99
GRANDMA'S BAKERY	BAKERY FOR RESALE FOR WAVE	220	43800	2590				\$19.99	\$19.99
GRANDMA'S BAKERY	BAKERY FOR RESALE FOR WAVE	220	43800	2590				\$19.99	\$19.99
GRANDMA'S BAKERY	BAKERY FOR RESALE FOR WAVE	220	43800	2590				\$19.99	\$19.99
GRANDMA'S BAKERY	BAKERY FOR RESALE FOR WAVE	220	43800	2590				\$19.99	\$19.99
GRANDMA'S BAKERY	BAKERY FOR RESALE FOR WAVE	220	43800	2590				\$19.99	\$19.99
GRANDMA'S BAKERY	BAKERY FOR RESALE FOR WAVE	220	43800	2590				\$19.99	\$19.99
GRANDMA'S BAKERY	BAKERY FOR RESALE FOR WAVE	220	43800	2590				\$19.99	\$19.99
GRANDMA'S BAKERY	BAKERY FOR RESALE FOR WAVE	220	43800	2590				\$19.99	\$19.99
GRANDMA'S BAKERY	BAKERY FOR RESALE FOR WAVE	220	43800	2590				\$19.99	\$19.99
GRANDMA'S BAKERY	BAKERY FOR RESALE FOR WAVE	220	43800	2590				\$19.99	\$19.99
GRANDMA'S BAKERY	BAKERY FOR RESALE FOR WAVE	220	43800	2590				\$19.99	\$19.99
GRANDMA'S BAKERY	BAKERY FOR RESALE FOR WAVE	220	43800	2590				\$19.99	\$19.99
GRANDMA'S BAKERY	BAKERY FOR RESALE FOR WAVE	220	43800	2590				\$19.99	\$19.99
GRANDMA'S BAKERY	BAKERY FOR RESALE FOR WAVE	220	43800	2590				\$19.99	\$19.99
GRANDMA'S BAKERY	BAKERY FOR RESALE FOR WAVE	220	43800	2590				\$19.99	\$19.99
GRANDMA'S BAKERY	BAKERY FOR RESALE FOR WAVE	220	43800	2590				\$19.99	\$19.99
GRANDMA'S BAKERY	BAKERY FOR RESALE FOR WAVE	220	43800	2590				\$19.99	\$19.99
GRANDMA'S BAKERY	BAKERY FOR RESALE FOR WAVE	220	43800	2590				\$19.99	\$19.99
GRANDMA'S BAKERY	BAKERY FOR RESALE FOR WAVE	220	43800	2590				\$19.99	\$19.99
GRANDMA'S BAKERY	BAKERY FOR RESALE FOR WAVE	220	43800	2590				\$19.99	\$19.99
GRANDMA'S BAKERY	BAKERY FOR RESALE FOR WAVE	220	43800	2590					

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
JOANN CRAFTS	ADVENTURE QUEST SUPPLIES	225	43590	2175			\$9.59	\$9.59
KAPETS, IAN RILEY	KICKBALL UMPIRE AUGUST 15 & AUGUST 22	225	43510	3190			\$60.00	\$60.00
KUNZA, SHARI	REIMBURSEMENT/SLICE&FRIDAY NIGHT FLICKS	225	43590	2173			\$15.05	\$30.77
		270	40250	2180			\$15.72	
KUSCHEL, JODEE	MILEAGE REIMB/MONTHLY APA MEETING	101	40500	4500			\$19.05	
LAMERE, ALLAN	KICKBALL UMPIRE AUGUST 15 & AUGUST 22	225	43510	3190			\$45.00	\$45.00
MICHAELS - ARTS AND CRAFTS	ADVENTURE QUEST SUPPLIES	225	43590	2175			\$103.56	\$103.56
MINNESOTA GFOA.COM	GFOA CONFERENCE: ENGBLOM/KUSCHEL	101	40500	4500			\$450.00	\$450.00
MY CABLE MART	DISPLAY PORT CABLES	101	40550	2010			\$24.34	\$24.34
MY CABLE MART	PATCH CABLES	101	40550	2010			\$67.00	\$67.00
MY CABLE MART	CABLES	101	40550	2010			\$59.18	\$59.18
NEOPOST USA INC.	POSTAGE MACHINE SUPPLIES: SEALER	101	40200	3220			\$41.78	\$41.78
NORTHERN TOOL AND EQUIPMENT CO	NOZZLES	101	43710	2400			\$33.12	\$33.12
NORTHSTAR CHAPTER APA	MONTHLY MEETING: KUSCHEL	101	40500	4500			\$20.00	\$20.00
OFFICE MAX INCORPORATED	SHREDDER: COMMUNITY CENTER	220	43800	2010			\$430.49	\$430.49
PEARSON BROS INC	CONTRACTOR PMT 1-2011 SEAL COAT 11-06	404	42200	3190			\$172,587.44	\$199,111.92
		405	43710	3810			\$26,524.48	
SAM'S CLUB DIRECT	WAVE CAFE BEVERAGE FOR RESALE/CREDIT	220	43800	2590			\$379.80	\$357.10
		220	43800	2591			\$49.76	
		101	40200	4890			-\$72.46	
SIR LINES-A-LOT	STRIPING COM CTR,MCCLOUGH,WILSON	101	43710	3190			\$580.00	\$4,485.87
		405	43710	3810			\$3,905.87	
WARE HOUSE INTERNATIONAL.C	ADOBE ACROBAT 10 & UPGRADE	101	40550	2180			\$480.89	\$480.89
SPRINT	JULY-AUGUST CELL PHONE BILL	601	45050	3190			\$220.00	
		101	44300	3190			\$40.00	\$853.25
		101	40200	3210			\$593.25	
TOKLE INSPECTIONS INC	INSPECTION SERVICES 08-11	101	44300	3090			\$1,149.60	\$1,149.60
VOICE + DATA NETWORKS	PHONES MAINTENANCE THRU 6/30/2012	101	40200	3210			\$3,626.40	\$3,626.40
WASP BAR CODE	SCANNER BATTERY	101	40550	2010			\$107.90	\$107.90
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590			\$76.62	
		101	40800	2180			\$247.79	
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590			\$744.90	
WYSE TECHNOLOGY ON ANDROID MAR	CELL PHONE APPLICATION	601	45050	4330			\$14.99	\$14.99
WYSE TECHNOLOGY ON ANDROID MAR	CELL PHONE APPLICATION	601	45050	4330			\$14.99	\$14.99
XCEL ENERGY	ELECTRIC: WATER TOWERS	601	45050	3610			\$47.38	\$47.38
XCEL ENERGY	ELECTRIC/GAS: WELLS	601	45050	3610			\$13,173.38	\$13,372.93
		601	45050	2140			\$199.55	

Total of all invoices: \$253,737.54

=====

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
ACTION PLASTIC SALES INC	HYDRANT BAGS	601	45050	2280			\$131.88	\$131.88
BERG, MARJORIE	CLASSIC STRENGTH CON	220	22040				\$32.90	\$32.90
CBIZ BENEFITS & INSURANCE SVC,	GASB 45 ACTUARIAL VALUATION 2010	101	40500	3190			\$1,650.00	\$3,750.00
		601	45050	3010			\$1,050.00	
		602	45550	3010			\$1,050.00	
CENTRAL RESTAURANT PRODUCTS	WAVE SUPPLIES	220	43800	2590			\$70.41	\$70.41
COMMISSIONER OF REVENUE- WH TA	WITHHOLDING TAX - PAYDATE 08-26-11	101	21720				\$9,613.66	\$9,613.66
COMMISSIONER OF REVENUE- WH TA	WITHHOLDING TAX - PAYDATE 08-26-11	101	21720				\$45.45	\$45.45
COMMUNITY HEALTH CHARITIES - M	EMPLOYEE CONTRIBUTIONS: 08-26-11	101	20420				\$148.00	\$148.00
CURTIS, DAVID	PASS REFUND	220	22040				\$62.14	\$62.14
DRAKE, MELANIE	PASS REFUND	220	22040				\$260.00	\$260.00
EDINBROOK, KIDS STOP	PASS REFUND	220	22040				\$74.25	\$74.25
GENESIS EMPLOYEE BENEFITS, INC	VEBA CONTRIBUTIONS: 08-26-11	101	20418				\$5,385.00	
GENESIS EMPLOYEE BENEFITS, INC	FLEX - MED/DEPENDENT CARE 08-26-11	101	20431				\$812.73	\$1,975.73
		101	20432				\$1,163.00	
GURLEY, WILLIAM	REFUND OVRPYMT AT CLOSING-224 OWASSO BVD	601	36190				\$9.07	\$9.07
HAIDER, DIANE	FACILITY REFUND	220	22040				\$250.00	\$250.00
HAUCK, ANDY	FACILITY REFUND	220	22040				\$250.00	\$250.00
HOME DEPOT, THE	PAINT SAMPLES FOR OFFICE PROJECT	405	40800	3810			\$105.43	\$105.43
HUNTER, SHANNON	CABLE TECHNICIAN-7/5/11 CC MEETING	230	40900	1050			\$46.50	\$46.50
ICMA/VANTAGEPOINT TRANSFER-300	EMPLOYEE CONTRIBUTIONS PAYDATE: 08/26/11	101	21750				\$5,288.39	\$5,288.39
ICMA/VANTAGEPOINT TRANSFER-705	ROTH CONTRIBUTIONS: 08-26-11	101	20430				\$373.00	\$373.00
JEWELL, TED W.	SOFTBALL UMPIRE AUGUST 17 & AUGUST 24	225	43510	3190			\$92.00	\$92.00
L&M FINANCIAL LTD	CASE ID NO.13546160	101	20435				\$189.58	\$189.58
LAM, KRISPEN	MITES	220	22040				\$48.00	\$48.00
LAVALLA, SHELBI	FACILITY REFUND	220	22040				\$50.00	\$50.00
LEE, REBEKAH	FACILITY REFUND	220	22040				\$250.00	\$250.00
LILLIE SUBURBAN NEWSPAPERS INC	BID NOTICE FOR CHILLER	459	43800	3190			\$294.50	\$294.50
MARCHINIAK, TED	PASS REFUND	220	22040				\$60.00	\$60.00
MINNESOTA CHILD SUPPORT PAYMEN	PAYDATE: 08-26-11	101	20435				\$209.00	\$209.00
MINNESOTA ENVIRONMENTAL FUND	MN ENVIRONMENTAL EMPL CONTRIB: 08-26-11	101	20420				\$15.00	\$15.00
MINNESOTA METRO NORTH TOURISM	JULY HOTEL/MOTEL TAX/3 SITES	101	38420				-\$1,050.68	\$19,962.84
		101	22079				\$21,013.52	
NELSON, EDIE	MITES	220	22040				\$38.00	\$38.00
OLS RESTORATION INC	BASE COVERS SNAIL LK BLVD STREET LIGHTS	604	42600	3810			\$1,988.25	
PUBLIC EMPLOYEES RETIREMENT AS	EMPL/EMPLOYER CONTRIBUTIONS: 08-26-11	101	21740				\$26,511.02	\$26,511.02
PUBLIC EMPLOYEES RETIREMENT AS	PERA DEFINED CONTRIBUTIONS: 08-26-11	101	21740				\$243.50	\$243.50
RICE LAKE, KIDS STOP	FACILITY REFUND	220	22040				\$94.50	\$94.50
TREASURY, DEPARTMENT OF	FEDERAL WITHHOLDING TAX: 08-26-11	101	21710				\$22,525.92	
		101	21730				\$23,940.44	
		101	21735				\$6,675.84	
TREASURY, DEPARTMENT OF	FEDERAL WITHHOLDING TAX: 08-26-11	101	21710				\$148.59	
		101	21730				\$253.24	
		101	21735				\$86.86	\$488.69
UNITED WAY - GREATER TWIN CITI	EMPLOYEE CONTRIBUTIONS: 08-26-11	101	20420				\$74.00	
VERSATILE VEHICLES, INC	SLICE OF SHOREVIEW	270	40250	3950			\$1,671.15	\$1,671.15
VOICE + DATA NETWORKS	PHONE REPAIR	101	40200	3210			\$149.63	\$149.63
WILSON, THELMA	FACILITY REFUND	220	22040				\$50.00	\$50.00
WORKNEH, HIWOT	FACILITY REFUND	220	22040				\$250.00	\$250.00

Total of all invoices: \$133,743.67

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
CURTIS, DAVID	PASS REFUND	220	22040				-\$62.14	-\$62.14
COOPER, KYLE W.	SOFTBALL UMPIRE AUGUST 22	225	43510	3190			\$46.00	\$46.00
CORBO, JAMES	SOFTBALL UMPIRE AUG 9,16,23	225	43510	3190			\$115.00	\$115.00
CROWELL, RICHARD F.	SOFTBALL UMPIRE AUG 23	225	43510	3190			\$46.00	\$46.00
CURTIS, LINDA	PASS REFUND	220	22040				\$62.14	\$62.14
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591			\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591			\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591			\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591			\$19.99	\$19.99
JANSEN, LAWRENCE G.	SOFTBALL UMPIRE AUG 23	225	43510	3190			\$46.00	\$46.00
JONES, MICHAEL	SOFTBALL UMPIRE AUGUST 18	225	43510	3190			\$46.00	\$46.00
LIGHTBODY, WARREN	SOFTBALL UMPIRE AUG 18	225	43510	3190			\$30.00	\$30.00
MALIKOWSKI, RODNEY P.	SOFTBALL UMPIRE AUG 18 & 25	225	43510	3190			\$92.00	\$92.00
MCNULTY, RYAN	SOFTBALL UMPIRE AUG 17 & 24	225	43510	3190			\$92.00	\$92.00
ORIENTAL TRADING COMPANY	SUPPLIES FOR FRIDAY NIGHT FLIX CRAFT	225	43590	2173			\$117.99	\$117.99
RUGRODEN, JOHN L.	SOFTBALL UMPIRE AUG 8,9,15,16,18,22,25	225	43510	3190			\$283.00	\$283.00
SAARION, CARL	SOFTBALL UMPIRE AUG 25	225	43510	3190			\$46.00	\$46.00
SCHMID, BRIAN	SOFTBALL UMPIRE AUG 8,15,22	225	43510	3190			\$138.00	\$138.00

Total of all invoices: \$1,177.95

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
CABRERA, JULIO	FACILITY REFUND	220	22040					\$250.00	\$250.00
DELTA DENTAL	DENTAL COVERAGE: SEPT 2011	101	20415					\$6,659.29	\$6,737.59
		101	20411					\$78.30	
GENESIS EMPLOYEE BENEFITS, INC	FLEX - MED/DEPENDENT CARE 09-2-11	101	20431					\$1,585.91	\$2,508.24
		101	20432					\$922.33	
JEDNEAK, WENDY	FACILITY REFUND	220	22040					\$250.00	\$250.00
KUSCHEL, JODEE	MILEAGE REIMB:MTLY PAYROLL MTG-KUSCHEL	101	40500	4500				\$9.53	\$9.53
KUSCHEL, JODEE	MILEAGE REIMB:MTLY PAYROLL MTG-KUSCHEL	101	40500	4500				\$9.53	\$9.53
KUSCHEL, JODEE	MILEAGE REIMB:MTLY PAYROLL MTG-KUSCHEL	101	40500	4500				\$9.53	\$9.53
LE, ANH HANG	ACTIVITY REFUND	220	22040					\$120.00	\$120.00
LUKOSKIE, CECY	REIMBURSE ACH RETURN-8/26 PAYROLL	100	19999					\$25.00	\$25.00
MARKOW, JENNIE	FACILITY REFUND	220	22040					\$50.00	\$50.00
NCPERS MINNESOTA	PERA LIFE INSURANCE: SEPT 2011	101	20413					\$240.00	\$240.00
RICOH AMERICAS CORPORATION	MAINTENANCE: WIDE FORMAT COPIES (1 YEAR)	101	40200	3850				\$354.00	\$354.00
RIES, JUDY	FACILITY REFUND	220	22040					\$50.00	\$50.00
RUBNITZ, ERIN	FACILITY REFUND	220	22040					\$250.00	\$250.00
SAM'S CLUB DIRECT	MEMBERSHIP FEE RENEWALS 2011	225	43560	2170				\$30.00	\$185.00
		101	40500	4330				\$35.00	
		220	43800	4330				\$60.00	
		101	40200	4330				\$15.00	
		101	44100	4330				\$15.00	
		701	46500	4330				\$30.00	
SAM'S CLUB DIRECT	ANNUAL ADMINISTRATIVE FEE	225	43560	2170				\$9.10	
		101	40500	4330				\$4.50	
		220	43800	4330				\$18.20	
		101	40200	4330				\$4.55	
		101	44100	4330				\$4.55	
		701	46500	4330				\$9.10	\$50.00
SINS, CHARLENE	FACILITY REFUND	220	22040					\$50.00	\$50.00
XCEL ENERGY	ELECTRIC/GAS: PARKS	101	43710	3610				\$717.78	\$1,114.73
		101	43710	2140				\$396.95	
XCEL ENERGY	ELECTRIC: LIFT STATIONS	602	45550	3610				\$642.46	
XCEL ENERGY	ELECTRIC: TRAFFIC SIGNALS	101	42200	3610				\$547.78	\$547.78
XCEL ENERGY	ELECTRIC: TRAFFIC SIGNALS	101	42200	3610				\$101.90	\$101.90
XCEL ENERGY	CREDIT ON ELECTRIC: TRAFFIC SIGNALS	101	42200	3610				-\$101.84	-\$101.84
Total of all invoices:									\$13,453.45

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
A-1 HYDRAULICS SALES & SERVICE	HYDRAULIC FITTINGS FOR BACKHOE	701	46500	2220			\$63.53	\$63.53
ADOLPH KIEFER	ROCK IT BOATS FOR LESSONS	225	43520	2170			\$110.70	\$110.70
ADT SECURITY SERVICES INC	ALARM MONITORING QUARTERLY SERVICES	101	40210	3190			\$83.26	\$83.26
ADVANCED GRAPHIC SYSTEMS INC.	TONER HP4200	101	40550	2010			\$102.60	\$102.60
ALLEN, DEANNE	EDA MINUTES - 8/15/11	240	44400	3190			\$200.00	\$200.00
ALLEN, DEANNE	CC MINUTES - 8/15/11	101	40200	3190			\$200.00	\$200.00
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTAL PARKS	101	43710	3970			\$59.30	\$59.30
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTAL CC	220	43800	3970			\$45.68	\$45.68
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTAL SERVICE	101	42200	3970			\$42.39	\$169.55
		601	45050	3970			\$42.39	
		602	45550	3970			\$42.39	
		603	45850	3970			\$21.19	
		701	46500	3970			\$21.19	
AMERI PRIDE LINEN & APPAREL SE	UNIFORM SERVICE & RENTAL	101	42200	3970			\$42.39	
		601	45050	3970			\$42.39	
		602	45550	3970			\$42.39	
		603	45850	3970			\$21.19	
		701	46500	3970			\$21.19	\$169.55
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTAL PARKS	101	43710	3970			\$59.30	\$59.30
AMERICAN LOCKER SECURITY SYSTE	LOCK REPAIRS FOR POOL LOCKER ROOMS CC	220	43800	2240			\$1,479.39	
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110			\$2,293.70	\$2,293.70
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110			\$78.32	\$78.32
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110			\$2,318.87	\$2,318.87
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110			\$145.06	\$145.06
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110			\$150.80	\$150.80
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110			\$44.44	\$44.44
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES PARKS	101	43710	2110			\$81.44	\$81.44
ANIMAL CONTROL SERVICES	PATROL HOURS/VET FEE#5937/CAT BOARDING	101	41100	3199			\$1,197.00	\$1,197.00
ARAMARK REFRESHMENT SERVICES	COFFEE & SUPPLIES MAINTENANCE CENTER	701	46500	2183			\$119.80	\$119.80
AUTO PLUS	FLOOR DRY FOR OIL SPILLS	101	43710	2240			\$68.58	\$68.58
AUTO PLUS	IMPACT DRIVER TOOL	101	43710	2400			\$20.76	\$20.76
AUTO PLUS	PROPANE	701	46500	2180			\$50.97	\$50.97
BAUER BUILT TIRE AND BATTERY I	TIRE TUBES FOR TORO 580D	701	46500	2230			\$31.85	\$31.85
BAUER BUILT TIRE AND BATTERY I	TIRES FOR 580D	701	46500	2230			\$206.93	\$206.93
BAUER BUILT TIRE AND BATTERY I	TIRES FOR Z-MASTER	701	46500	2230			\$198.23	\$198.23
BAUER BUILT TIRE AND BATTERY I	TIRES FOR TORO WORKMAN	701	46500	2230			\$160.08	\$160.08
BAUER BUILT TIRE AND BATTERY I	TIRES FOR FIELD LINER TRAILER	701	46500	2230			\$163.18	\$163.18
BEISSWENGERS HARDWARE	WINDOW SHIMS AND SEALER FOR WILSON PARK	101	43710	2240			\$39.35	\$39.35
BEISSWENGERS HARDWARE	PIPE BUSHING FOR BOOSTER STATION	601	45050	2280			\$1.49	\$1.49
BEISSWENGERS HARDWARE	WIND SHOCK FOR BOOSTER SAFETY CHLORINE	601	45050	2280			\$12.07	\$12.07
BEISSWENGERS HARDWARE	REPAIR SUPPLIES CC	220	43800	2240			\$13.67	\$13.67
BEISSWENGERS HARDWARE	REPAIR SUPPLIES CC	220	43800	2240			\$8.97	\$8.97
BEISSWENGERS HARDWARE	ELECTRICAL SWITCH AND TOILET BRUSHES	101	43710	2240			\$13.12	\$13.12
BEISSWENGERS HARDWARE	REPAIR SUPPLIES CC	220	43800	2240			\$17.71	\$17.71
BLACK BOX CORPORATION-PENNSYLV	PATCH CABLES	101	40550	2010			\$210.41	\$210.41
BLACKBURN MANUFACTURING COMPAN	MARKING PAINT	601	45050	2280			\$315.60	\$315.60
C & E HARDWARE	TAPE	701	46500	2180			\$14.35	\$14.35
C & E HARDWARE	BOARDWALK SUPPLIES	101	43450	2250			\$1.13	\$1.13
C & E HARDWARE	SHOP SUPPLIES	701	46500	2180			\$12.39	\$12.39
C & E HARDWARE	SHOP SUPPLIES	701	46500	2180			\$7.05	\$7.05
CDW GOVERNMENT, INC	PATCH CABLES	101	40550	2010			\$269.35	\$269.35

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
CDW GOVERNMENT, INC	UPS BATTERY REPLACEMENT	101	40550	3860			\$190.40	\$190.40
CDW GOVERNMENT, INC	3 YR WARRANTY COVERAGE ON LAPTOP	422	40550	5800			\$59.84	\$59.84
CDW GOVERNMENT, INC	UPS BATTERY REPLACEMENT	101	40550	3860			\$206.28	\$206.28
COMMERCIAL ASPHALT CO	ASPHALT FOR HODG. TRAIL & STREETS	101	42200	2180			\$5,163.76	\$5,163.76
CRAWFORD DOOR SALES	SERVICE CALL ON ROLLING WINDOW P&R	220	43800	3810			\$122.00	\$122.00
DISCOUNT STEEL, INC	STEEL FOR CABINET IN SERVICE ALLEY CC	220	43800	2240			\$12.65	\$12.65
E.G. RUD & SONS, INC.	SET LOT CORNER	568	47000	5950			\$435.50	\$435.50
E.REPUBLIC	DIGITAL SUMMIT SEMINAR	101	40550	4500			\$25.00	\$25.00
ELECTRO WATCHMAN INC.	SECURITY ALARM SYSTEM MONITORING	701	46500	4330			\$80.18	\$80.18
ESS BROTHERS & SONS INC.	SEALING OF 10 CATCH BASINS (AMBLE DR)	603	45850	3190			\$4,817.93	\$4,817.93
FACTORY MOTOR PARTS COMPANY	PARTS FOR 304	701	46500	2220			\$17.90	\$17.90
FACTORY MOTOR PARTS COMPANY	PARTS FOR 580D	701	46500	2220			\$171.98	\$171.98
FACTORY MOTOR PARTS COMPANY	PARTS FOR 305	701	46500	2220			\$42.88	\$42.88
FERGUSON WATERWORKS	VALVE PARTS	601	45050	2280			\$833.95	\$833.95
FIRST LAB, INC.	ONSITE FEE	101	40210	3190			\$65.00	\$65.00
FLINT TRADING, INC	CROSSWALK MATERIAL FOR COMMUNITY CENTER	405	43710	3810			\$5,435.00	\$5,435.00
GARELICK STEEL COMPANY	MISC STEEL	701	46500	2180			\$132.37	\$132.37
GARELICK STEEL COMPANY	PARTS FOR VIDEO POLE	101	40550	2010			\$33.93	\$33.93
GRAINGER, INC.	CONTROL FOR WELL HOUSE	601	45050	2280			\$43.20	\$43.20
GRAINGER, INC.	HAND SOAP	701	46500	2180			\$338.31	\$338.31
GRAINGER, INC.	FLAG POLE LIGHTS	101	43710	2240			\$80.73	\$80.73
GRAINGER, INC.	PAVILION BULBS AND TURTLEMAN FENCING	101	43710	2240			\$395.72	\$395.72
GRAINGER, INC.	RUBBER WORK BOOTS	101	43710	2180			\$38.87	\$38.87
HAWKINS, INC.	POOL CHEMICALS	220	43800	2160			\$453.75	\$453.75
HEWLETT-PACKARD COMPANY	PC REPLACEMENTS	422	40550	5800			\$464.92	\$464.92
HIGH POINT NETWORKS, LLC	EXTREME SWITCH MAINTENANCE COVERAGE	101	40550	3860			\$4,810.14	\$4,810.14
HIGH POINT NETWORKS, LLC	EXTREME SWITCH INSTALL	422	40550	5800			\$2,420.62	\$2,420.62
HIGH POINT NETWORKS, LLC	EXTREME SWITCH INSTALL/UPGRADE	422	40550	5800			\$101,831.12	\$101,831.12
HINTZE, ROGER, TREASURER	2011 CONTRIBUTION	101	40100	3200			\$2,000.00	\$2,000.00
I-STATE TRUCK CENTER	A/C PARTS FOR 610	701	46500	2220			\$481.94	\$481.94
I-STATE TRUCK CENTER	PARTS FOR UNIT 610	701	46500	2220			\$36.88	\$36.88
JEFF ELLIS & ASSOCIATES, INC	SUMMER AUDIT	220	43800	3190			\$825.00	\$825.00
KIMLEY-HORN ASSOCIATES	HAMLIN AVE CP 11-01 WETLAND PERMIT	566	47000	5910			\$3,852.34	\$3,852.34
L T G POWER EQUIPMENT	WEEDWHIP LINE	101	43710	2240			\$32.01	\$32.01
L T G POWER EQUIPMENT	PARTS FOR TORO PUSH MOWER	701	46500	2220			\$5.87	\$5.87
LAKE JOHANNA FIRE DEPT	CAPITAL EXPENSE-REPLACE CARPETING	405	41200	3190			\$6,984.00	\$6,984.00
LAKEVILLE KIDS ZONE	OVERPAID POOL PARTY	220	34731		032		\$40.50	\$40.50
LIFEGUARD STORE, THE	FLIPPERS	225	43520	2170			\$213.50	\$213.50
LIFEGUARD STORE, THE	LIFEJACKETS	225	43520	2170			\$133.00	\$263.00
		220	43800	2200			\$130.00	
LILLIE SUBURBAN NEWSPAPERS INC	FALL JOBS BULLET LIST	101	40210	3360			\$984.00	\$984.00
MENARDS CASHWAY LUMBER **FRIDL	IRRIGATION REPAIR SUPPLIES	101	43710	2240			\$90.95	\$90.95
MENARDS CASHWAY LUMBER **FRIDL	LAUNDRY SOAP	101	43710	2110			\$17.08	\$17.08
MENARDS CASHWAY LUMBER **FRIDL	SCRAPERS	101	43710	2400			\$33.30	\$33.30
MENARDS CASHWAY LUMBER **FRIDL	CEMENT	603	45850	2180			\$395.87	
MENARDS CASHWAY LUMBER **FRIDL	STAKES FOR SEALING	101	42200	2180			\$24.94	\$24.94
MENARDS CASHWAY LUMBER **FRIDL	BLOCK TO REPAIR ENTRANCE TO WILSON BLDG	101	43710	2240			\$91.88	\$91.88
MENARDS CASHWAY LUMBER **FRIDL	BLOCK AND WINDOW SEALER FOR WILSON BLDG	101	43710	2240			\$78.86	\$78.86
MENARDS CASHWAY LUMBER **FRIDL	BOARDALK SUPPLIES	101	43450	2250			\$145.18	\$145.18
MIDWEST ASPHALT CORPORATION	CLASS 7 GRAVEL FOR HODGSON TRAIL	101	42200	2180			\$144.28	\$144.28
MINNESOTA ASPHALT MAINTENANCE	2011 SEALING REHAB PROJECT	405	43450	5300			\$70,101.33	\$70,101.33

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
MINNESOTA DNR	APPLICATION FEE COMMONS POND AERATION	603	45850	4890			\$250.00	\$250.00
NAPA AUTO PARTS	FUEL FILTER FOR UNIT 308	701	46500	2220			\$46.59	\$46.59
NAPA AUTO PARTS	OIL FOR SMALL ENGINES/LESS CREDIT	701	46500	2130			\$49.79	\$49.79
NARDINI FIRE EQUIPMENT CO., IN	FIRE EXT INSPECTION & SERVICE	701	46500	3196			\$116.39	\$116.39
NEOPOST USA INC.	POSTAGE MACHINE SUPPLIES/INK	101	40200	3220			\$154.25	\$154.25
NORTHERN ELECTRICAL CONTRACTOR	WIRING SECURITY CAMERAS/POLE LIBRARY	101	40200	4890			\$153.75	\$153.75
NORTHERN ELECTRICAL CONTRACTOR	REPAIRS TO CC EXTERIOR LIGHTING	220	43800	3810			\$635.59	\$635.59
NORTHERN ELECTRICAL CONTRACTOR	LIBRARY POLE OUTLET	101	43710	3190			\$174.00	\$174.00
NORTHERN ELECTRICAL CONTRACTOR	REPAIRS TO CC LIGHTS	220	43800	3810			\$860.70	\$860.70
NORTHERN ELECTRICAL CONTRACTOR	SIREN REPAIR	101	41500	3890			\$3,746.63	\$3,746.63
OFFICE DEPOT	MEDIA BINDER/PAGES	101	40500	2010			\$41.70	\$41.70
OFFICE DEPOT	LASERJET CARTRIDGES/OFFICE SUPPLIES	101	42050	2010			\$17.62	\$628.26
		101	40550	2010			\$574.80	
		101	40200	2010			\$35.84	
OFFICE DEPOT	CALENDAR REFILLS 2012	101	40500	2010			\$11.00	
		101	43400	2010			\$19.22	
OFFICE DEPOT	CALENDAR REFILLS 2012	220	43800	2010			\$92.70	
		101	42200	2180			\$46.12	\$384.16
		101	44100	2010			\$14.85	
		101	44300	2010			\$14.85	
		601	45050	2010			\$30.53	
		101	43400	2010			\$142.86	
		101	40500	2010			\$31.62	
		101	40200	2010			\$10.63	
OFFICE DEPOT	FOLDERS LESS CREDIT MEMO 574688801001	225	43580	2170			\$4.52	
OFFICE DEPOT	FILE FOLDERS	101	40500	2010			\$12.25	\$12.25
OFFICE DEPOT	GENERAL OFFICE SUPPLIES	101	40200	2010			\$27.30	\$296.95
		220	43800	2010			\$244.47	
		225	43555	2170			\$25.18	
ON SITE SANITATION INC	BUCHER PARK UNITS	101	43710	3950			\$280.79	\$280.79
ON SITE SANITATION INC	COMMONS PARK UNITS	101	43710	3950			\$260.79	\$260.79
ON SITE SANITATION INC	LAKE JUDY PARK UNIT	101	43710	3950			\$122.91	\$122.91
ON SITE SANITATION INC	MCCULLOUGH PARK UNITS	101	43710	3950			\$275.76	\$275.76
ON SITE SANITATION INC	RICE CREEK FIELDS	101	43710	3950			\$56.65	\$56.65
ON SITE SANITATION INC	SHAMROCK PARK UNITS	101	43710	3950			\$260.79	\$260.79
ON SITE SANITATION INC	SITZER PARK UNITS	101	43710	3950			\$260.79	\$260.79
ON SITE SANITATION INC	THEISEN PARK UNIT	101	43710	3950			\$122.91	\$122.91
ON SITE SANITATION INC	WILSON PARK UNITS	101	43710	3950			\$280.79	\$280.79
ON SITE SANITATION INC	SNAIL LAKE SCHOOL UNIT	101	43710	3950			\$56.65	\$56.65
ON SITE SANITATION INC	EMMITT WILLIAMS SCHOOL UNIT	101	43710	3950			\$56.65	\$56.65
PARTS ASSOCIATES, INC.	SHOP SUPPLIES	701	46500	2180			\$139.24	\$139.24
PARTS ASSOCIATES, INC.	SHOP SUPPLIES	701	46500	2180			\$12.16	\$12.16
PLASTICS INTERNATIONAL	REPLACEMENT WINDOWS FOR WILSON PARK BLDG	101	43710	2240			\$615.49	\$615.49
PRESS PUBLICATIONS	ANNUAL DISCLOSURE OF TAX DISTRICTS	101	40200	3360			\$69.00	
PRESS PUBLICATIONS	FALL JOB AD - REF#317921	101	40210	3360			\$592.00	\$592.00
PROVISION MEDIA INC	WALL SMARTBOARD FOR ISLAND LAKE ROOM	422	40550	5800			\$4,060.69	\$4,060.69
Q3 CONTRACTING	ELECTRIC PERMIT REFUND 2011-01256	101	32580				\$66.00	\$71.00
		101	20802				\$5.00	
REHBEIN'S BLACK DIRT	BLACK DIRT	101	42200	2180			\$25.00	\$25.00
REHBEIN'S BLACK DIRT	BLACK DIRT FOR WATERMAINS	601	45050	2280			\$115.43	\$115.43
ROSEVILLE DODGE	PARTS FOR 612	701	46500	2220			\$353.51	

COUNCIL REPORT

Vendor Name	Description	FF	GG	00	AA	CC	Line Amount	Invoice Amt
ROSEVILLE DODGE	PARTS FOR 612	701	46500	2220			\$20.36	\$20.36
S & S TREE SPECIALISTS, INC	TREE REMOVAL	101	43710	3190			\$1,309.22	\$1,309.22
S & S TREE SPECIALISTS, INC	TREE REMOVAL	101	43710	3190			\$988.59	\$988.59
SGC HORIZON LLC	AD FOR BID - SEWER LIFT STAT PROJ 10-02	441	47000	5950			\$246.75	\$246.75
SHERWIN-WILLIAMS CO	30 GAL OF WHITE PAINT FOR CROSSWALKS	101	42200	2180			\$368.72	\$368.72
SOLBREKK	SEPTEMBER EMAIL FILTERING	101	40550	3860			\$117.00	\$117.00
STANDARD HEATING AND A/C CO.	PERMIT REFUND	101	32540				\$35.00	\$40.00
		101	20802				\$5.00	
STAR TRIBUNE	ENVIRONMENT OFFICER POSITION	101	40210	3360			\$1,120.00	\$1,120.00
STAR TRIBUNE	13 WEEKS SUBSCRIPTION	101	40200	4330			\$32.50	
T.A. SCHIFSKY & SONS, INCORPOR	ASPHALT	101	42200	2180			\$134.82	\$134.82
TARGET COMMERCIAL INVOICE	SUPPLIES	101	40210	4890			\$40.22	\$40.22
TERMINAL SUPPLY CO	SHOP SUPPLIES	701	46500	2180			\$53.12	\$53.12
TIGER DIRECT C/O SYX SERVICES	REPLACE HARD DRIVE	101	40550	3860			\$123.52	\$123.52
TIVOLITOO, INC	70% FOR FLOATABLE REPAIR	220	43800	2240			\$2,800.00	\$2,800.00
TIVOLITOO, INC	70% FOR THATCHING PROJECT	220	43800	2240			\$3,553.59	\$3,553.59
TOUSLEY FORD INC	FLOOR MATS FOR 301,309,304	701	46500	2220			\$293.83	\$293.83
TOUSLEY FORD INC	PARTS FOR 206	701	46500	2220			\$70.49	\$70.49
TOUSLEY FORD INC	FLOOR MATS FOR 211	701	46500	2220			\$97.94	\$97.94
TOUSLEY FORD, INC	PARTS FOR 602	701	46500	2220			\$19.69	\$19.69
TOWMASTER	SALT AUGERS FOR 203,210,215	701	46500	5800			\$3,161.61	\$3,161.61
TRI STATE BOBCAT, INC.	ASPHALT PLATE COMPACTOR	701	46500	5800			\$1,870.31	\$1,870.31
TRI STATE BOBCAT, INC.	PARTS FOR TOOLCAT MOWER	701	46500	2220			\$207.42	\$207.42
TRI STATE BOBCAT, INC.	PARTS FOR S630	701	46500	2220			\$5.13	\$5.13
TRI STATE BOBCAT, INC.	REPLACEMENT CHAIN SAW	701	46500	5800			\$456.36	\$456.36
TWINSOURCE	GRAFFITI REMOVER	101	42200	2180			\$326.11	\$326.11
VALLEY NATIONAL GASES	CO2 OXYGEN	220	43800	2160			\$108.51	\$108.51
VIKING ELECTRIC SUPPLY INC	LIGHTS FOR WELL 2	601	45050	2280			\$121.20	\$121.20
VOICE + DATA NETWORKS	IP PHONE	101	40550	2010			\$374.94	\$374.94
W.D.LARSON COMPANIES LTD, INC.	FILTERS FOR STOCK	701	46500	2180			\$36.17	\$36.17
W.D.LARSON COMPANIES LTD, INC.	FILTERS FOR STOCK	701	46500	2180			\$34.52	\$34.52
YALE MECHANICAL INC	REPAIRS TO RTU#1 CC	220	43800	3810			\$1,962.29	\$1,962.29
YALE MECHANICAL INC	REPAIRS TO POOL HEATER	220	43800	3810			\$756.38	\$756.38

Total of all invoices: \$263,102.23

=====

Purchase Voucher

City of Shoreview
4600 Victoria Street North
Shoreview MN 55126

Vendor number	10206 1
Vendor name	XCEL ENERGY
Address	PO BOX 9477 MINNEAPOLIS MN 55484-9477

THIS IS AN EARLY CHECK, PLACE VOUCHER IN EARLY CHECK FILE

Return to:

Voucher	Date	Comment line on check	Invoice number	Account coding	Amount
22,934	08-11-11	ELECTRIC/GAS: COMMUNITY CENTER	5148429483	220 43800 3610 220 43800 2140 VOUCHER TOTAL:	24,360.30 2,239.97 \$26,600.27
22,930	08-09-11	ELECTRIC: LIFT STATIONS	5172997607	603 45850 4890	\$162.51
22,933	08-11-11	ELECTRIC: SLICE OF SHOREVIEW	5168772674	270 40250 3610	\$78.10
22,936	08-08-11	ELECTRIC: SIRENS	5155157183	101 41500 3610	\$59.76
22,931	08-09-11	ELECTRIC: SURFACE WATER	5141595140	603 45900 3610	\$45.18
22,932	08-11-11	ELECTRIC: TRAFFIC SIGNAL SHARED W/A HILL	5155611264	101 42200 3610	\$39.07
22,935	08-08-11	ELECTRIC:L 4380 RICE STREET	5194231539	603 45900 3610	\$32.56
Total:					\$27,017.45

Is sales tax included on invoice?	Included
If no, amount subject to sales use tax	\$
<p>Reviewed by: <u>Debbie Angblom</u> 7-17-11 (signature required) Debbie Angblom</p> <p>Approved by: <u>Terry Schwerm</u> (signature required) Terry Schwerm</p>	

Purchase Voucher

City of Shoreview
4600 Victoria Street North
Shoreview MN 55126

Voucher Number	23,004	RETURN CHECK TO TOM H
Vendor number	00544 1	2011
Vendor name	PEARSON BROS INC	
Address	11079 LAMONT AVENUE NE HANOVER, MN 55341-4063	

Date	Comment line on check	Invoice number	Amount
08-22-11	CONTRACTOR PMT 1-2011 SEAL COAT 11-06	2464-2487	\$199,111.92

THIS IS AN EARLY CHECK, PLACE VOUCHER IN EARLY CHECK FILE

This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?

☐ Purchase was made through the state's cooperative purchasing venture.

☐ Purchase was made through another source. The state's cooperative purchasing venture was considered.

☒ Cooperative purchasing venture consideration requirement does not apply.

Return to:

Account Coding	Amount
404 42200 3190	\$172,587.44
405 43710 3810	\$26,524.48

Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax	\$
Reviewed by: <u><i>Thomas Hammitt</i></u> 8/22/11 (signature required) Tom Hammitt	
Approved by: <u><i>Terry Schwerm</i></u> (signature required) Terry Schwerm	

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000.
If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	

Purchase Voucher


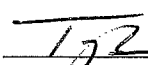
City of Shoreview

4600 Victoria Street North

Shoreview MN 55126

Vendor number	01992 1
Vendor name	HIGH POINT NETWORKS, LLC
Address	1207 PRAIRIE PARKWAY, SUITE A WEST FARGO ND 58078

Voucher	Date	Comment line on check	Invoice number	Account coding	Amount
22,847	08-10-11	EXTREME SWITCH INSTALL/UPGRADE	46445	422 40550 5800	\$101,831.12
22,845	08-12-11	EXTREME SWITCH MAINTENANCE COVERAGE	46491	101 40550 3860	\$4,810.14
22,846	08-10-11	EXTREME SWITCH INSTALL	46454	422 40550 5800	\$2,420.62
Total:					\$109,061.88

Is sales tax included on invoice?	Included
If no, amount subject to sales use tax	\$
Reviewed by:  (signature required) Dick Crumb	
Approved by:  (signature required) Terry Schwerm	

Purchase Voucher

City of Shoreview
4600 Victoria Street North
Shoreview MN 55126

Voucher Number	23,062
Vendor number	01995 1 2011
Vendor name	MINNESOTA ASPHALT MAINTENANCE INC
Address	92 IVY AVENUE WEST ST PAUL, MN 55117-4513

Date	Comment line on check	Invoice number	Amount
08-22-11	2011 TRAI SEALING REHAB PROJECT	8983	\$70,101.33

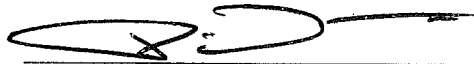
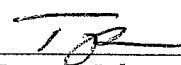
This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?

☐ Purchase was made through the state's cooperative purchasing venture.

☐ Purchase was made through another source. The state's cooperative purchasing venture was considered.

☒ Cooperative purchasing venture consideration requirement does not apply.

Account Coding	Amount
405 43450 5300	\$70,101.33

Is sales tax included on invoice?	Included
If no, amount subject to sales use tax	\$
Reviewed by:  (signature required) Pat Dunn	
Approved by:  (signature required) Terry Schwerm	

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000.
If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	

**PROPOSED MOTION
CHANGING THE NUMBER OF ORDINANCE 882 TO 883**

MOVED BY COUNCILMEMBER_____

SECONDED BY COUNCILMEMBER_____

To change the number of Ordinance 882, Off-site premise advertising to Ordinance 883.

ROLL CALL: AYES _____ **NAYS** _____

Huffman	_____	_____
Quigley	_____	_____
Wickstrom	_____	_____
Withhart	_____	_____
Martin	_____	_____

Regular City Council Meeting
September 6, 2011

t:\2011pcf\2020-11-13textamendment digitalsigns\9-06-11motion

TO: Mayor, City Council and City Manager
FROM: Kathleen Nordine, City Planner
DATE: August 29, 2011
RE: File No. 2420-11-13, City of Shoreview, Text Amendment – Off-Premise Advertising Signs

INTRODUCTION

At the August 15th meeting, the City Council adopted Ordinance 882 amending the City's Sign Ordinance regarding off-premise advertising signs. The Ordinance number, 882, was previously used; therefore, the Ordinance needs to be re-numbered to 883.

RECOMMENDATION

The Staff is recommending the City Council approve the re-numbering of Ordinance 882, Off-premise advertising signs, to 883. Once approved, the change will be made part of the City's records.

Attachments:

1. Motion

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to approve Resolution No. 11-56 reducing the following escrows:

Erosion Control and Development Cash Deposits for the following properties
in the amounts listed:

550 Emil Ave	Mark Schaefer	\$ 500.00
580 Elaine Ave	Kern Lawn Service	\$ 500.00

ROLL CALL: **AYES**____ **NAYS**____

HUFFMAN	_____	_____
QUIGLEY	_____	_____
WICKSTROM	_____	_____
WITHHART	_____	_____
MARTIN	_____	_____

REGULAR COUNCIL MEETING
SEPTEMBER 6, 2011

TO: MAYOR, CITY COUNCIL, CITY MANAGER

FROM: THOMAS L. HAMMITT
SENIOR ENGINEERING TECHNICIAN

DATE: AUGUST 26, 2011

SUBJECT: DEVELOPER ESCROW REDUCTIONS

INTRODUCTION

The following escrow reductions have been prepared and are presented to the City Council for approval.

BACKGROUND

The property owners/builders listed below have completed all or portions of the erosion control and turf establishment, landscaping or other construction in the right of way as required in the development contracts or building permits.

550 Emil Ave	Erosion control completed
580 Elaine Ave	Erosion control completed

RECOMMENDATION

It is recommended that the City Council approve releasing all or portions of the escrows for the following properties in the amounts listed below:

550 Emil Ave	Mark Schaefer	\$ 500.00
580 Elaine Ave	Kern Lawn Service	\$ 500.00

PROPOSED

**EXTRACT OF MINUTES OF MEETING OF THE
CITY COUNCIL OF SHOREVIEW, MINNESOTA**

HELD SEPTEMBER 6, 2011

* * * * *

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota was duly called and held at the Shoreview City Hall in said City on September 6, 2011 at 7:00 p.m. The following members were present:

and the following members were absent:

Member introduced the following resolution and moved its adoption.

RESOLUTION NO. 11-56

**RESOLUTION ORDERING ESCROW REDUCTIONS
AT VARIOUS LOCATIONS IN THE CITY**

WHEREAS, various builders and developers have submitted cash escrows for erosion control, grading certificates, landscaping and other improvements, and

WHEREAS, City staff have reviewed the sites and developments and is recommending the escrows be returned.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Shoreview, Minnesota, as follows:

The Shoreview Finance Department is authorized to reduce the cash deposit in the amounts listed below:

550 Emil Ave	Mark Schaefer	\$ 500.00
580 Elaine Ave	Kern Lawn Service	\$ 500.00

The motion for the adoption of the foregoing resolution was duly seconded by Member and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted this 6th day of September, 2011.

RESOLUTION NO. 11- 56
PAGE TWO

STATE OF MINNESOTA)
)
COUNTY OF RAMSEY)
)
CITY OF SHOREVIEW)

I, the undersigned, being the duly qualified and acting Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council held on the 6th day of September, 2011 with the original thereof on file in my office and the same is a full, true and complete transcript therefrom insofar as the same relates reducing various escrows.

WITNESS MY HAND officially as such Manager and the corporate seal of the City of Shoreview, Minnesota, this 7th day of September, 2011.

Terry C. Schwerm
City Manager

SEAL

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to adopt Resolution No. 11-57 approving Contractor Payment No.2 (Final),
in the amount of \$ 10,479.58 for the 2011 Street Seal Coat, Project 11-06.

ROLL CALL: AYES _____ NAYS _____

HUFFMAN	_____	_____
QUIGLEY	_____	_____
WICKSTROM	_____	_____
WITHHART	_____	_____
MARTIN	_____	_____

REGULAR COUNCIL MEETING
SEPTEMBER 6, 2011

TO: MAYOR, CITY COUNCIL, CITY MANAGER

FROM: THOMAS L. HAMMITT
SENIOR ENGINEERING TECHNICIAN

DATE: AUGUST 23, 2011

SUBJECT: 2011 STREET SEAL COAT
CONTRACTOR PAYMENT NO. 2 (FINAL)

INTRODUCTION

Contractor Payment No. 2 (Final), has been prepared by staff and is presented to the City Council.

BACKGROUND

On June 20, 2011, the City of Shoreview entered into a contract with Pearson Bros. Inc., in the amount of \$ 229,116.91, for seal coating City streets and the Community Center Parking lots. Based on final quantities, the amount of work completed was \$209,591.50. The Contractor Payment No. 2 (Final), including the retainage, is in the amount of \$10,479.58. All inspections and punch list items have been completed and have shown the work to be acceptable.

RECOMMENDATION

It is recommended that Council approve the attached proposed resolution for Contractor Payment No. 2 (Final) for the 2011 Street Seal Coat Project 11-06.

tlh

#11-06

t:\projects\seal coat\2011\council\paymt2final

APPLICATION FOR PAYMENT

NO. 2 - FINAL

PROJECT: 2011 STREET SEAL COATING

OWNER: CITY OF SHOREVIEW

PROJECT NO: PROJECT 11-06

CONTRACTOR: PEARSON BROS INC.

APPLICATION DATE: 8/3/10 FOR PERIOD ENDING: 8/26/10

STATEMENT OF WORK

ORIGINAL CONTRACT AMOUNT	<u>\$ 229,116.91</u>
NET CHANGE BY CHANGE ORDER	<u>\$ 0.00</u>
CONTRACT AMOUNT TO DATE	<u>\$ 229,116.91</u>
TOTAL AMOUNT OF WORK COMPLETED TO DATE	<u>\$ 209,591.50</u>
LESS 0% RETAINAGE	<u>\$ 0.00</u>
AMOUNT DUE TO DATE	<u>\$ 209,591.50</u>
LESS PREVIOUS PAYMENTS	<u>\$ 199,111.92</u>
PAYMENT DUE THIS APPLICATION	<u>\$ 10,479.58</u>

APPLICATION FOR PAYMENT

Page Two

I hereby certify that all items and amounts shown are correct for the work completed to date.

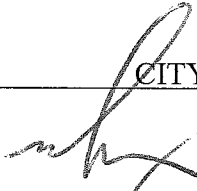
CONTRACTOR: PEARSON BROS INC

BY: _____
(Name and Title)

DATE: _____

APPROVED FOR PAYMENT:

OWNER: CITY OF SHOREVIEW

BY: 
Mark Maloney (Public Works Director)

DATE: 05/24/11

**2011 STREET SEAL COAT
PROJECT 11-06
Application for Payment No.2 - Final**

SEAL COATING

CITY STREETS

Item No.	Item Description	Unit	Quantity	Unit Price	Extension
1.	FA-2 Class A 1/8" Traprock	Ton	1600	\$ 48.95	\$ 78,320.00
2.	CRS-Cationic Emulsion	Gal	38,000	\$ 2.47	\$ 93,860.00
SUBTOTAL					\$172,180.00

PARKING LOTS

Item No.	Item Description	Unit	Quantity	Unit Price	Extension
1.	FA-2 Class A 1/8" Traprock	Ton	280	\$ 48.95	\$ 13,706.00
2.	CRS- 2P -Cationic Emulsion	Gal	7,450	\$ 2.99	\$ 22,275.50
SUBTOTAL					\$ 35,981.50

TRAFFIC SIGNS

Item No.	Item Description	Unit	Quantity	Unit Price	Extension
1.	Traffic Control	Sign	26	\$ 55.00	\$ 1,430.00
SUBTOTAL					\$ 1,430.00

TOTAL SEAL COATING \$209,591.50

**EXTRACT OF MINUTES OF MEETING OF THE
CITY COUNCIL OF SHOREVIEW, MINNESOTA**

HELD SEPTEMBER 6, 2011

* * * * *

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota was duly called and held at the Shoreview City Hall in said City on September 6, 2011, at 7:00 p.m. The following members were present:

and the following members were absent:

Member introduced the following resolution and moved its adoption.

**RESOLUTION NO. 11-57
APPROVING FINAL PAYMENT
2011 STREET SEAL COAT
PROJECT 11-06**

WHEREAS, on June 20, 2011, a contract was awarded to Pearson Bros. Inc., in the amount of \$229,116.91, for the 2011 Street Seal Coat Project, and,

WHEREAS, the contractor, Pearson Bros. Inc., has completed all work on the project in the amount of \$ 209,591.50 and is now requesting final payment, in the amount of \$ 10,479.58, and

WHEREAS, visual inspections have been completed and have shown the work to be acceptable, and

WHEREAS, the Director of Public Works has recommended approval of the Contractor Payment No.2 (Final).

NOW, THEREFORE, BE IT RESOLVED by the City Council of Shoreview, Minnesota:

That Contractor Payment No. 2 (Final), in the amount of \$ 10,479.58, for the 2011 Street Seal Coat Project 11-06 is hereby approved.

RESOLUTION NO. 11-57
PAGE TWO

The motion for the adoption of the foregoing resolution was duly seconded by
Member and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted this 6th day
of September, 2011.

STATE OF MINNESOTA)
)
COUNTY OF RAMSEY)
)
CITY OF SHOREVIEW)

I, the undersigned, being the duly qualified and acting Manager of the City of
Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared
the attached and foregoing extract of minutes of a meeting of said City Council held on the
6th day of September, 2011, with the original thereof on file in my office and the same is a
full, true and complete transcript herefrom insofar as the same relates to the approval of
Contractor Payment No.2 (Final) for the 2011 Street Seal Coating Project 11-06.

WITNESS MY HAND officially as such Manager and the corporate seal of the City
of Shoreview, Minnesota, this 7th day of September, 2011.

Terry C. Schwerm
City Manager

SEAL

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

To adopt Resolution No. 11-59 approving the maintenance agreement between the City and the Rice Creek Watershed District for stormwater infrastructure associated with City Project 11-09 and authorizing the Mayor to sign the agreement.

ROLL CALL: AYES_____ NAYS_____

HUFFMAN	_____	_____
QUIGLEY	_____	_____
WICKSTROM	_____	_____
WITHHART	_____	_____
MARTIN	_____	_____

REGULAR COUNCIL MEETING

SEPTEMBER 6, 2011

#11-09

TO: MAYOR, CITY COUNCIL, CITY MANAGER

FROM: TOM WESOLOWSKI
ASSISSTANT CITY ENGINEER

DATE: AUGUST 26, 2011

SUBJ: APPROVAL OF MAINTENANCE AGREEMENT FOR
STORMWATER INFRASTRUCTURE ASSOCIATED WITH
CITY PROJECT 11-09

BACKGROUND

Buffalo Lane is located within the Rice Creek Watershed District (RCWD) and they have regulatory authority for stormwater management on the site.

DISCUSSION

As part of the Buffalo Lane reconstruction the following stormwater infrastructure will be installed:

1. Underground infiltration chambers.
2. Catch basin manholes and underground piping.

The City is required to obtain a stormwater permit from the RCWD for the Buffalo Lane Reconstruction. As a condition of the permit the City must enter into a maintenance agreement with the RWCD for the stormwater infrastructure that will be installed as part of the project. A copy of the agreement is attached at the end of this report. The maintenance requirements listed in the agreement are consistent with City's existing maintenance strategies. Council approval is required for the City to enter into an agreement with the RCWD

RECOMMENDATION

It is recommended that the City Council approve the maintenance agreement for the stormwater management facilities that will be installed as part of the Buffalo Lane Reconstruction, City Project 11-09, and authorize the Mayor to sign the agreement.

TEW/

**EXTRACT OF MINUTES OF MEETING OF THE
CITY COUNCIL OF SHOREVIEW, MINNESOTA**

HELD SEPTEMBER 6, 2011

* * * * *

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota, was duly called and held at the Shoreview City Hall in said City on September 6, 2011, at 7:00 p.m. The following members were present:

and the following members were absent:

Member introduced the following resolution and moved its adoption.

RESOLUTION NO. 11-59

**APPROVING THE MAINTENANCE AGREEMENT BETWEEN THE CITY AND THE
RICE CREEK WATERSHED DISTRICT FOR STORMWATER INFRASTRUCTURE
ASSOCIATED WITH CITY PROJECT 11-09**

WHEREAS, stormwater infrastructure will be installed as part of the Buffalo Lane reconstruction project; and

WHEREAS, Buffalo Lane is located within the Rice Creek Watershed District; and

WHEREAS, it is necessary for the City to enter into the maintenance agreement as a condition of the Rice Creek Watershed Permit #11-042.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF SHOREVIEW, MINNESOTA:

That the Maintenance Agreement between the City and the Rice Creek Watershed for stormwater infrastructure associated with City Project No. 11-09 is hereby approved and authorize the Mayor to sign said agreement.

The motion for the adoption of the foregoing resolution was duly seconded by Member , and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted this 6th day of September, 2011.

STATE OF MINNESOTA)

)

COUNTY OF RAMSEY)

)

CITY OF SHOREVIEW)

I, the undersigned, being the duly qualified and acting Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council held on the 6th day of September 2011, with the original thereof on file in my office and the same is a full, true and complete transcript therefrom insofar as the same relates to approving the Maintenance Agreement between the City and the Rice Creek Watershed District for Stormwater Infrastructure with City Project 11-09.

WITNESS MY HAND officially as such Manager and the corporate seal of the City of Shoreview, Minnesota, this 7th day of September 2011.

Terry Schwerm
City Manager

SEAL

MAINTENANCE AGREEMENT
Stormwater Management Facilities
Between the Rice Creek Watershed District and
City of Shoreview

This Maintenance Agreement ("Agreement") is made by and between the Rice Creek Watershed District, a watershed district with purposes and powers set forth at Minnesota Statutes Chapters 103B and 103D and a drainage authority pursuant to chapter 103E of the laws of the State of Minnesota, (RCWD), and the City of Shoreview, Minnesota, a municipal corporation of the State of Minnesota, 4600 Victoria Street North, Shoreview, Minnesota 55126 ("Permittee").

Recitals and Statement of Purpose

WHEREAS pursuant to Minnesota Statutes § 103D.345, the RCWD has adopted and implements Rule C, Stormwater Management Plans;

WHEREAS Rule C imposes certain requirements, which the Permittee will meet in this case by constructing and maintaining stormwater management facilities as identified on the site plan incorporated into this Agreement as Exhibit A;

WHEREAS in accordance with Rule C and as a condition of Permit 11-042, the Permittee's obligation to maintain these stormwater facilities must be memorialized by a recorded maintenance declaration or, alternatively, a maintenance agreement establishing the Permittee's perpetual maintenance obligation;

WHEREAS the Permittee and the RCWD execute this Agreement to fulfill the condition of Permit 11-042, and concur that it is binding and rests on mutual valuable consideration;

THEREFORE:

1. The Permittee, at its cost, will inspect and maintain the stormwater management facilities delineated and labeled on Exhibit A as follows: Stormwater inlets, piping, sumps, and underground infiltration chambers. The Permittee will:

- a. Obtain certified as-built survey of the underground infiltration chambers, sumps, and overflows.
- b. Inspect underground infiltration chambers annually to preserve live storage capacity at or above the design volume. Remove excess sediment and debris to ensure that the facilities continue to perform per design.
- c. Inspect grit chambers, sump catch basins and sump manholes annually. Accumulated sediment and debris will be removed so that the each facility continues to operate as designed and erosion or structural problems are corrected.
- d. Inspect conveyances and other structures annually. Ensure preservation of designed hydraulic capacity.

2. If the Permittee conveys into private ownership a fee interest in all or any portion of the public property that is subject to this Agreement, it must require as a condition of sale, and enforce: (a) that the purchaser record a declaration on the property incorporating the stormwater management facility maintenance requirements of this Agreement; and (b) that recordation occur either before any encumbrance is recorded on the property or, if after, only as accompanied by a subordination and consent executed by the encumbrance holder ensuring that the declaration will run with the land in perpetuity. If the Permittee conveys into public ownership a fee interest in all or any portion of the property that is subject to this Agreement, it must require as a condition of the purchase and sale agreement that the purchaser accept an assignment of all obligations vested under this Agreement.

3. This Agreement is in force for five years from the date on which it is fully executed and will renew automatically for five-year terms unless terminated by the parties. This Agreement may be amended only in a writing signed by the parties.

4. The recitals are incorporated as a part of this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement.

RICE CREEK WATERSHED DISTRICT

By: _____
RCWD Administrator, Phil Belfiori

Date:

CITY OF SHOREVIEW

By: _____
Its Mayor, Sandy Martin

Date:

APPROVED AS TO FORM and EXECUTION

By: _____
Its Attorney

Date:

Exhibit A

LEXINGTON AVE.

5881

5881

ALL EXPOSED AREAS SHALL BE STABILIZED WITHIN 7 DAYS.
ALL EXPOSED AREAS SHALL BE SEEDED OR SODDED BY THE END OF THE CONSTRUCTION SEASON.

5828

5800

5889

5869

5845

5825

BUFFALO

LANE

CONSTRUCTION NOTES:

- 1) CONTRACTOR SHALL VERIFY THE LOCATION, AND PROTECT ALL EXISTING UTILITIES.
- 2) ACTUAL LIMITS OF REMOVALS SHALL BE DETERMINED IN THE FIELD BY THE ENGINEER.
- 3) CONTRACTOR SHALL ADJUST EXISTING FRAME AND RING CASTINGS AND GATE VALVES AS NECESSARY TO MATCH NEW GRADES.
- 4) BOULEVARD RESTORATION SHALL INCLUDE MINIMUM 6" TOPSOIL AND SOD AS DIRECTED BY THE ENGINEER.
- 5) ALL DIMENSIONS ARE TO BACK OF CURB UNLESS OTHERWISE NOTED.
- 6) PLEASE SEE SHEET 3 OF 6 FOR THE STANDARD PLATES INFORMATION.
- 7) BITUMINOUS EDGES WILL BE MILLED OR SAW CUT AT MATCH POINT. THIS WORK WILL BE INCIDENTAL TO THE PROJECT.

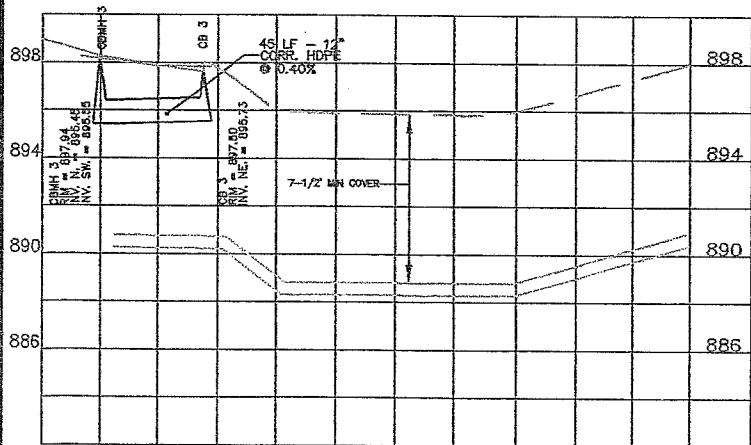
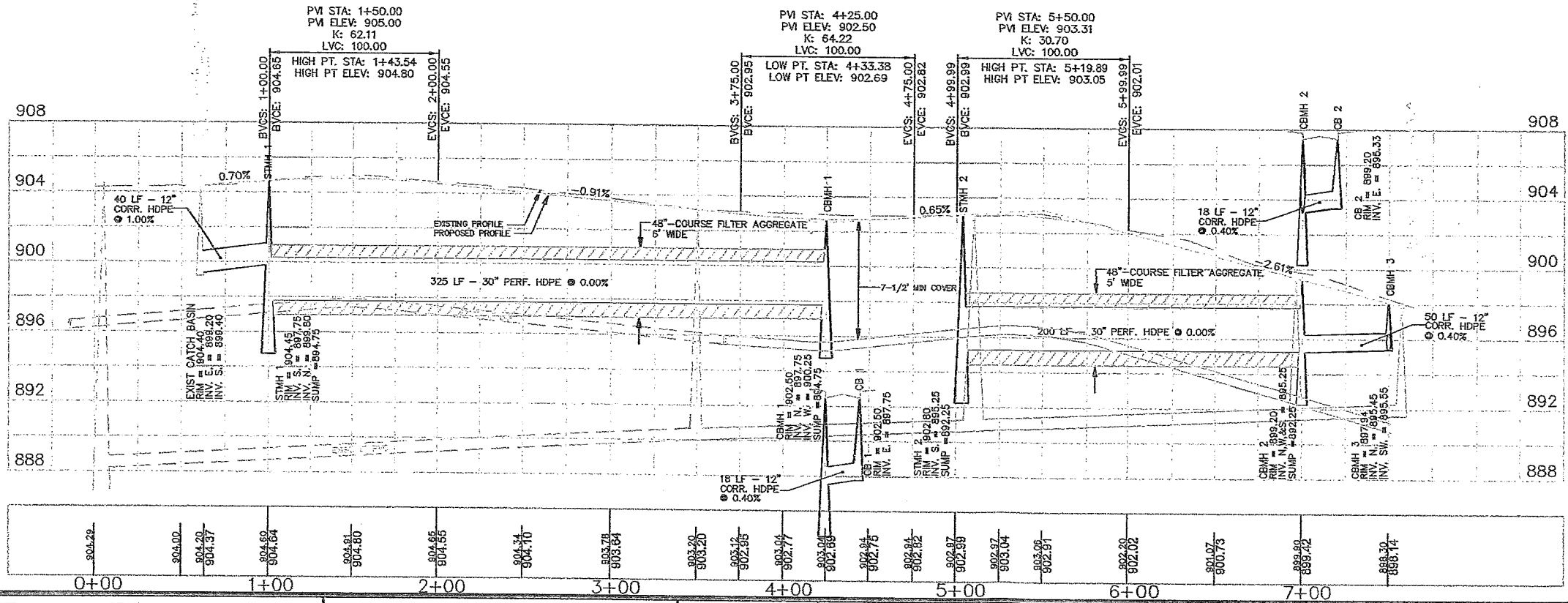
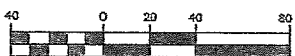
CALL 48 HOURS BEFORE DIGGING :
GOPHER STATE ONE CALL

TWIN CITY AREA 454-0002
Mn. TOLL FREE 1-800-252-1166

BENCH MARK :

TNH 5845 BUFFALO LANE
ELEV.=905.52

GRAPHIC SCALE



DATE:	REVISIONS	BY	APP.

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
SIGNED: _____
DATE: _____ REG. NO. 40245

DESIGNED BY: GMH
DRAWN BY: GMH
CHECKED BY: TEW

CITY OF SHOREVIEW
BUFFALO LANE
STORM SEWER AND STREET CONSTRUCTION

CITY PROJECT NO. 11-09
SHEET NO. 4 OF 6 SHEETS

PROPOSED RESOLUTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to adopt Resolution No. 11-60 , approving Change Order No. 1, in the amount of \$99,436.57, and Contractor Payment No. 3 (Final), in the amount of \$230,247.93, for the 2011 Sanitary Sewer Lining Project, City Project No. 11-03.

ROLL CALL: AYES _____ NAYS _____

HUFFMAN	_____	_____
QUIGLEY	_____	_____
WICKSTROM	_____	_____
WITHHART	_____	_____
MARTIN	_____	_____

TO: MAYOR, CITY COUNCIL, AND CITY MANAGER

FROM: MIKE SHAUGHNESSY
SENIOR ENGINEERING TECHNICIAN

DATE: SEPTEMBER 2, 2011

SUBJECT: CHANGE ORDER #1 AND FINAL PAYMENT FOR 2011 SANITARY
SEWER LINING PROJECT, CITY PROJECT 11-03

INTRODUCTION

Change Order No. 1 and Contractor Payment No. 3 (Final) has been prepared by staff and is presented to Council for approval.

BACKGROUND

On April 4, 2011, the City of Shoreview authorized a contract with Veit & Company, Inc. in the amount of \$659,884.00, for the 2011 Sanitary Sewer Lining Project, City Project 11-03.

DISCUSSION

Contractor Payment No. 3 (Final), in the amount of \$230,247.93, has been prepared by staff and agreed upon by the contractor. The current contract amount of \$759,320.57 is \$99,436.57 above the previously approved contract amount. The increased cost is associated with the addition of sewer lines to the contract. Two sanitary sewer lines were lined that needed immediate attention after problems were discovered during routine maintenance, these lines are located on County Road 96 by the ice arena and Tanglewood Drive between Churchill Street and Hanson Road. In addition, the storm sewer from Ernal Drive to Lake Wabasso was also lined, this portion will be paid for through the surface water fund.

Change Order No.1 has been prepared to cover the cost of these additional items, totaling \$99,436.57.

All testing and inspections have been completed and have shown the work to be acceptable.

RECOMMENDATION

It is recommended that Council adopt Resolution 11-60, approving Change Order #1 and Contractor Payment No. 3 (Final) in the amount of \$230,247.93 for the 2011 Sanitary Sewer Lining Project, City Project 11-03.

**EXTRACT OF MINUTES OF MEETING OF THE
CITY COUNCIL OF SHOREVIEW, MINNESOTA**

HELD SEPTEMBER 6, 2011

* * * * *

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota was duly called and held at the Shoreview City Hall in said City on September 6, 2011, at 7:00 p.m. The following members were present:

;

and the following members were absent:

Member introduced the following resolution and moved its adoption.

RESOLUTION NO. 11-60
2011 SANITARY SEWER LINING PROJECT
CITY PROJECT NO. 11-03
CHANGE ORDER #1 AND CONTRACTOR PAYMENT NO. 3 (FINAL)

WHEREAS, on April 4, 2011, a contract was awarded to Veit & Company, Inc., in the amount of \$659,884.00, for the 2011 Sanitary Sewer Lining Project, City Project 11-03, and

WHEREAS, Change Order No. 1, in the amount of \$99,436.57, has been prepared in order to address certain changes to the original contract, and

WHEREAS, The contractor, Veit & Company, Inc., has completed all work on the project and is now requesting final payment, in the amount of \$230,247.93, and

WHEREAS, All testing and inspections have been completed and have shown the work to be acceptable, and

WHEREAS, the Director of Public Works has recommended approval of Change Order No. 1 and Contractor Payment No. 3 (Final).

NOW, THEREFORE, BE IT RESOLVED by the City Council of Shoreview, Minnesota: that Change Order No. 1, in the amount of \$99,436.57, and Contractor Payment No. 3 (Final), in the amount of \$230,247.93, for the 2011 Sanitary Sewer Lining Project, City Project No. 11-03, is hereby approved.

The motion for the adoption of the foregoing resolution was duly seconded by Member and upon vote being taken thereon, the following voted in favor thereof: ;

and the following voted against the same: .

WHEREUPON, said resolution was declared duly passed and adopted this 6th day of September 2011.

STATE OF MINNESOTA)

COUNTY OF RAMSEY)

CITY OF SHOREVIEW)

I, the undersigned, being the duly qualified and acting Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council held on the 6th day of September 2011, with the original thereof on file in my office and the same is a full, true and complete transcript therefrom insofar as the same relates to the Change Order No. 1 and Contractor Payment No. 3 (Final) for the 2011 Sanitary Sewer Lining Project, City Project No. 11-03.

WITNESS MY HAND officially as such Manager and the corporate seal of the City of Shoreview, Minnesota, this 7th day of Septmeber, 2011.

Terry C. Schwerm
City Manager

SEAL

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to the Mayor and City Manager are hereby authorized to execute a Joint Powers Agreement, CFMS Contract No. 30741, with the State of Minnesota for costs associated with Emerald Ash Borer discovery in the Shamrock Park area.

ROLL CALL: AYES _____ NAYS _____

HUFFMAN

QUIGLEY

WICKSTROM

WITHHART

MARTIN

REGULAR COUNCIL MEETING
SEPTEMBER 6, 2011

TO: MAYOR, CITY COUNCIL, AND CITY MANAGER

FROM: MARK MALONEY, PUBLIC WORKS DIRECTOR

DATE: AUGUST 26, 2011

SUBJ: AUTHORIZE JOINT POWERS AGREEMENT
EMERALD ASH BORER (EAB) START-UP COSTS

INTRODUCTION

City staff has negotiated an agreement with the State of Minnesota to offset tree removal costs associated with the recently discovered Emerald Ash Borer infestation. City Council authorization for Joint Powers Agreement is requested at this time.

DISCUSSION

City staff has been working with representatives of the Minnesota Department of Agriculture following the discovery of an Emerald Ash Borer (EAB) infestation of a tree in the Shamrock Park neighborhood earlier this summer. An agreement has been drafted and presented for City Council that provides for reimbursement to the City for certain costs relating to the removal, sampling and disposal of the infested tree. Given the scientific interest and significance of this first infestation in Shoreview, the Department of Agriculture has made certain federal grant funds available to the City to offset costs. The maximum amount of reimbursement to the City under the agreement is \$2,000. The Joint Powers Agreement effectively allows the City to handle the tree removal and disposal without assessing costs to the owner of the property.

RECOMMENDATION

City Council authorization for execution of the Joint Powers Agreement with the State of Minnesota is requested at this time.

STATE OF MINNESOTA JOINT POWERS AGREEMENT

This agreement is between the State of Minnesota, acting through its commissioner of agriculture ("State") and City of Shoreview ("Governmental Unit").

Recitals

Under Minn. Stat. § 471.59, subd. 10, the State is empowered to engage such assistance as deemed necessary. The State is in need of removal and proper disposal of suspected emerald ash borer (EAB) infested ash trees and portions of trees in the city of Shoreview. There are ash trees that will require removal before the peak emergence of the emerald ash borer, to reduce the spread of this pest in the state and to perform surveillance on the distribution of EAB. The State has received a federal grant with funding to reimburse the city of Shoreview to perform this needed service.

Agreement

1 Term of Agreement

- 1.1 **Effective date:** September 1, 2011, or the date the State obtains all required signatures under Minnesota Statutes Section 16C.05, subdivision 2, whichever is later.
- 1.2 **Expiration date:** June 30, 2012, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

2 Agreement between the Parties

1. The Governmental Unit agrees to furnish and transport all labor, equipment, and materials necessary to remove, chip and haul away infested trees as designated by the State and current regulations. The Governmental Unit will also obtain all necessary insurance, licenses, permits, payment of fees, taxes and administration associated with the performance of this work.
2. The Governmental Unit agrees to have on-site supervisory personnel present at the work site while the work is being performed. The State and the Governmental Unit will identify the ash trees to be removed by size and number. General work will include and the Governmental Unit agrees to:
 - a) Remove ash trees or portions of ash trees as designated by the State.
 - b) Provide samples of ash trees or portions of ash trees that the State can sample for the presence of EAB.
 - c) Grind out each tree stump to 10" below grade and remove all of the surrounding surface roots within 36" of the circumference of the existing tree stump. Excavate and backfill the stump hole(s) with soil so that it is even with the surrounding terrain. However, stumps in natural areas do not need to be removed and can simply be cut close to grade.
 - d) Pick up and chip all fallen branches in areas of tree, yard and surrounding areas. Clean, sweep, and restore to the condition existing prior to the removal operations all areas of paving, lawns, walkways, sidewalks, fixtures, fences, etc. that have been damaged, dirtied, altered or displaced by the tree, or stump removal work. All debris shall be removed from the site.
 - e) Transport all tree(s), stump(s) and chipped material and debris to closest marshalling yard or as directed by the State.
 - f) Trees and stumps will be removed using acceptable industry practices for such removal. Governmental Unit expects that it may be necessary to climb trees to perform the tree removal for this specification.
 - g) Governmental Unit agrees that driveways and alleys are not to be blocked with generated tree or stump debris beyond the time to complete required work on that site.
 - h) The Governmental Unit agrees to perform the work with due care taking precautions against injury to persons, damage to property and interference with vehicular or pedestrian traffic. The



Governmental Unit agrees to take necessary precautions to ensure the safety of all persons engaged in the work of this contract. The Governmental Unit agrees to protect against damage to all existing trees, plants, grass, vegetation and other fixtures.

- i) The Governmental Unit will be responsible for notifying the public utility companies (i.e. telephone, electric, gas, and cable) when needed to ensure the safe removal of the tree to avoid causing fires, shocks or sparks damage to wires, cables, poles, boxes or other equipment owned or operated by the public utility companies. The Governmental Unit will also be responsible for notifying the utility companies as to when service can be restored and to cooperate with the utility companies to ensure service is restored prior to nightfall each day.
- j) The Government Unit agrees that equipment, ladders, saws, chippers and tools will not be left unattended. On a nightly basis all equipment and tools will be stored in such manner to ensure that residents and the public do not have access to them.

3 Payment

The State will pay for the total work, plus applicable tax, upon completion of services and receipt of invoice by the Government Unit pursuant to federal grant 10-DG-11420004-318 for the period of 9/1/2011 thru 6/30/2012 up to \$2,000 including tax.

The total obligation of the State under this agreement will not exceed \$2,000.

4 Authorized Representatives

The State's Authorized Representative is Geir Friisoe, Division Director, Plant Protection, 625 Robert St W, St Paul, MN 55108, 651-201-6174, geir.friisoe@state.mn.us, or his/her successor.

The Governmental Unit's Authorized Representative is Mark Maloney, Public Works Director, 4600 Victoria Street N, Shoreview, MN 55126, 651-490-4650, mmaloney@shoreviewmn.gov, or his/her successor.

5 Assignment, Amendments, Waiver, and Contract Complete

- 5.1 **Assignment.** The Governmental Unit may neither assign nor transfer any rights or obligations under this agreement without the prior consent of the State and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this agreement, or their successors in office.
- 5.2 **Amendments.** Any amendment to this agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original agreement, or their successors in office.
- 5.3 **Waiver.** If the State fails to enforce any provision of this agreement, that failure does not waive the provision or its right to enforce it.
- 5.4 **Contract Complete.** This agreement contains all negotiations and agreements between the State and the Governmental Unit. No other understanding regarding this agreement, whether written or oral, may be used to bind either party.

6 Liability

The Governmental Unit will indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this agreement by the Governmental Unit or the Governmental Unit's agents or employees. This clause will not be construed to bar any legal remedies the Governmental Unit may have for the State's failure to fulfill its obligations under this agreement.

7 State Audits

Under Minn. Stat. § 16C.05, subd. 5, the Governmental Unit's books, records, documents, and accounting procedures and practices relevant to this agreement are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this agreement.

8 Government Data Practices

The Governmental Unit and State must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data provided by the State under this agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Governmental Unit under this agreement. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data referred to in this clause by either the Governmental Unit or the State.

If the Governmental Unit receives a request to release the data referred to in this Clause, the Governmental Unit must immediately notify the State. The State will give the Governmental Unit instructions concerning the release of the data to the requesting party before the data is released.

9 Venue

Venue for all legal proceedings out of this agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

10 Termination

10.1 Termination. The State or the Governmental Unit may terminate this agreement at any time, with or without cause, upon 30 days' written notice to the other party.

10.2 Termination for Insufficient Funding. The State may immediately terminate this agreement if federal grant funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the Governmental Unit. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Governmental Unit will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State must provide the Governmental Unit notice of the lack of funding within a reasonable time of the State's receiving that notice.

1. STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minn. Stat. §§ 16A.15 and 16C.05.

Signed: Leide K Rowley

Date: 8/12/11

CFMS Contract No. A- 30741
3(6)617

2. GOVERNMENTAL UNIT

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

3. STATE AGENCY

By: _____
(with delegated authority)

Title: _____

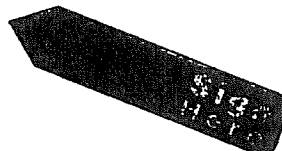
Date: _____

4. COMMISSIONER OF ADMINISTRATION

delegated to Materials Management Division

By: _____

Date: _____



Distribution:

Agency

Governmental Unit

State's Authorized Representative - Photo Copy

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

To approve the Minor Subdivision application submitted for 5790 and 5784 Fairview, subject to the following conditions:

1. The minor subdivision shall be in accordance with the plans submitted, dated July 22, 2010.
2. This approval shall expire after one year if the subdivision has not been recorded with Ramsey County.

This approval is based on the following findings:

1. The subdivision is consistent with the policies of the Comprehensive Plan and in compliance with the regulations of the Development Code.
2. The proposed lots conform to the adopted City standards for the R1 District.
3. The lot boundary adjustment remedies existing encroachments and brings the existing dwellings into compliance with the current side setback requirements.

ROLL CALL: **AYES** _____ **NAYS** _____

Huffman	_____	_____
Quigley	_____	_____
Wickstrom	_____	_____
Withhart	_____	_____
Martin	_____	_____

Regular City Council Meeting
September 6, 2011

TO: Mayor, City Council, City Manager
FROM: Rob Warwick, Senior Planner
DATE: August 30, 2011
SUBJECT: File No. 2425-11-18; Minor Subdivision, DeLange/Jimenez, 5790/5784 Fairview Avenue

INTRODUCTION

A Minor Subdivision application has been submitted by Alysa DeLange and Jessica Jimenez to adjust the common side property line at 5790 and 5784 Fairview Avenue. The lot line adjustment is intended to remedy encroachments, and the applicants propose no alteration to the existing site improvements on either lot. Minor subdivision requests are reviewed by the City to ensure that the proposed parcels comply with the R1, Detached Residential District minimum lot requirements and the City's subdivision standards. Please see the attached plans.

BACKGROUND AND PROJECT DESCRIPTION

This residential development was originally platted in 1954, and the dwellings on both subject properties were constructed in 1955 with building permits issued by Mounds View Township. Detached garages were constructed in 1960 at 5784 Fairview and in 1978 at 5790 Fairview under permits issued by the Village of Shoreview. There is no record of a driveway permit for the detached garage at 5790. In 1982, a full second story was constructed at 5784 and there is no record that a variance was required for that alteration.

Between 1955 and 1961, the south side lot line of 5784 was adjusted to the current configuration. This is the common lot line with the property at 5780 Fairview. No City records reporting this adjustment have been located, but it is likely that no City approvals were required at that time for a boundary line adjustment.

Adjacent land uses are single-family residential. The Rice Creek Open Space is located north of the terminus of Fairview Avenue, and a bituminous trailhead is located at the street's dead end.

The proposed adjustment of the common side lot line is intended to bring the existing dwellings into compliance with the current 10-foot side setback requirement and to locate the drive serving 5790 Fairview fully on that parcel. The boundary adjustment includes the transfer of a 649 square foot triangular area ('Parcel A') adjacent to the street right-of-way (ROW) from 5790 to 5784, and the transfer of a 2,109 triangle ('Parcel B') in the rear from 5784 to 5790. About 730 sq. ft. of Parcel B is driveway now serving the property at 5790.

At their August 23, 2011 meeting, the Planning Commission approved a variance request submitted by Ms. DeLange that permits the existing driveway at 5790 Fairview to remain

unaltered and approximately 1 foot from the proposed side lot line, less than the required 5-foot side setback for a driveway. Please see the attached plans.

DEVELOPMENT ORDINANCE REQUIREMENTS

Minor subdivisions, including boundary adjustments, require review by the Planning Commission and approval by the City Council. Minor subdivisions must be reviewed in accordance with subdivision and zoning district standards in the Development Regulations.

The City's subdivision standards require all lots to front on a publicly dedicated right-of-way. Municipal sanitary sewer also must be provided to the new lot. These standards also require 5-foot public drainage and 10-foot utility easements along property lines if needed, as determined by the Public Works Director. Public drainage and utility easements are also required over infrastructure, watercourses, drainages or floodways.

The property is zoned R-1, Detached Residential. In this district, lot size standards require a minimum lot area of 10,000 square feet, a width of 75 feet and a depth of 125 feet. Minimum structure setbacks for a dwelling are 30 feet from a front and rear property line and 10 feet from an interior side lot line. A 5-foot minimum side yard is required for accessory buildings and driveways.

STAFF REVIEW

The applicants propose to adjust the common side lot line so that the driveway serving the detached garage at 5790 will be fully located on that parcel and to address the common side yards. Both houses are non-conforming structures. The house at 5790 does not meet the current 10 foot minimum side setback, and the house at 5784 is less than 10 feet from the existing side lot line and less than 30 feet from the Fairview Avenue right-of-way. Each of the houses will be located more than 10 feet from the proposed side lot line.

Adjacent land uses include single-family residential to the north, west and south and east. The Rice Creek Open Space is located north of the terminus of Fairview Avenue, and a bituminous trailhead is located at the street's dead end.

As shown below, the proposed reconfigured lots will comply with the dimensional requirements of the Development Code.

	Requirements	5790 Fairview		5784 Fairview	
		Existing	Proposed	Existing	Proposed
Area	10,000 sf	20,037 sf	21,497 sf	24,829 sf	23,369 sf
Depth	125 feet	230.7 feet	205 feet	214.5 feet	185 feet
Width	75 feet	70 feet	75 feet	115 feet	108 feet

The topography of the property generally slopes down from Fairview east to rear lot lines. The proposed adjustment will not alter existing drainage patterns, and the Public Works Director has determined that additional drainage and utility easements are not needed.

No site alterations are proposed with the minor subdivision, and there will be no outward signs of any change to the property.

PUBLIC COMMENT

Property owners within 350 feet were notified of the applications. No comments have been submitted in response to the notice.

PLANNING COMMISSION

The Planning Commission reviewed the Minor Subdivision application and a variance request to reduce the driveway setback at 5790 at the August 23, 2011 meeting. The Commissioners considered the requirements of the Development Code for each application. After a brief discussion, the variance was approved and the Minor Subdivision recommended for approval, both by unanimous (5-0) votes. A copy of the draft meeting minutes is attached.

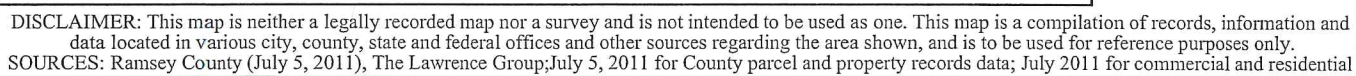
RECOMMENDATION

The application was reviewed by the Planning Commission and Staff in accordance with the standards of the Development Regulations. The proposed lots comply with the minimum standards of the R-1 District. Adjustment of the property line will remedy existing encroachments. Therefore, staff recommends the City Council approve the minor subdivision, subject to the following conditions:

1. The minor subdivision shall be in accordance with the plans submitted, dated July 22, 2010.
2. This approval shall expire after one year if the subdivision has not been recorded with Ramsey County.

Attachments

- 1) Location Map
- 2) Submitted Statements and Plans
- 3) Request for Comment
- 4) Draft Planning Commission Minutes, August 23, 2011
- 5) Motion



MINOR SUBDIVISION

~for~ ALYSA DELANGE
~of~ 5790 FAIRVIEW AVENUE NORTH

LEGAL DESCRIPTION

Lot 30, Block 1, EDGETOWN ACRES, Ramsey County, Minnesota

PROPOSED PARCEL A:

That part of Lot 30, Block 1, EDGETOWN ACRES, Ramsey County, Minnesota, lying southerly of the following described line: Commencing at the southeast corner of said Lot 30; thence on an assumed bearing of South 67 degrees 09 minutes 51 seconds West, along the southeasterly line of Lot 29, Block 1, said EDGETOWN ACRES, a distance of 55.42 feet to the point of beginning of the line to be described; thence North 68 degrees 10 minutes 19 seconds West a distance of 169.77 feet to the westerly line of said Lot 30 and side line there terminating.

PROPOSED PARCEL B:

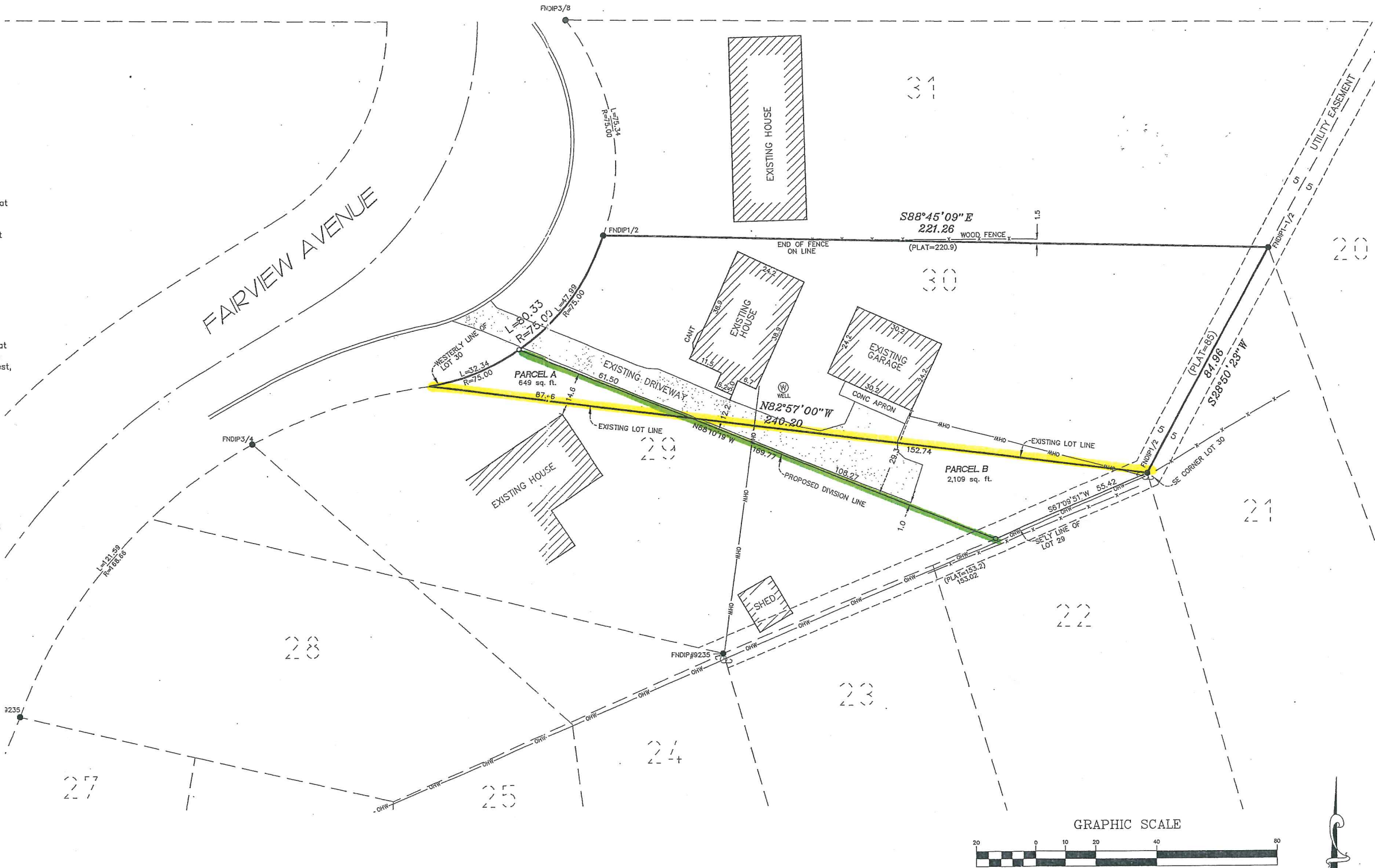
That part of Lot 29, Block 1, EDGETOWN ACRES, Ramsey County, Minnesota, lying northerly of the following described line: Commencing at the southeast corner of Lot 30, Block 1, said EDGETOWN ACRES; thence on an assumed bearing of South 67 degrees 09 minutes 51 seconds West, along the southeasterly line of said Lot 29, a distance of 55.42 feet to the point of beginning of the line to be described; thence North 68 degrees 10 minutes 19 seconds West a distance of 169.77 feet to the westerly line of said Lot 30 and side line there terminating.

LEGEND

- DENOTES IRON MONUMENT FOUND AS LABELED
- DENOTES IRON MONUMENT SET, MARKED RLS# 41578
- x-x- DENOTES FENCE LINE
- OHW- DENOTES OVERHEAD WIRE
- [Pattern] DENOTES BITUMINOUS SURFACE

EXISTING SIDE PROPERTY LINE

PROPOSED SIDE PROPERTY LINE



NOTES

- Field survey was completed by E.G. Rud and Sons, Inc. on 07/22/10.
- Bearings shown are on an assumed datum.
- This survey was prepared without the benefit of title work. Additional easements, restrictions and/or encumbrances may exist other than those shown hereon. Survey subject to revision upon receipt of a current title commitment or an attorney's title opinion.

DRAWN BY: JER	JOB NO: 10281LS	DATE: 07/22/10
CHECK BY: JER	SCANNED <input type="checkbox"/>	
1		
2		
3		
NO.	DATE	DESCRIPTION
BY		

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota.

Jason E. Rud
JASON E. RUD
Date: 8/30/10 License No. 41578



E.G. RUD & SONS, INC.
Professional Land Surveyors
6776 Lake Drive NE, Suite 110
Lino Lakes, MN 55014
Tel. (651) 361-8200 Fax (651) 361-8701
www.egrud.com

NORTH

From: MARK MALONEY
To: WARWICK, ROBERT
CC: WESOLOWSKI, TOM
Date: 8/9/2011 11:06 AM
Subject: 5790 Fairview Ave. Minor Subdivision

I don't foresee any public infrastructure issues or needs created with the proposed minor subdivision. The lateral lot lines in the original plat didn't not typically include easements, so the infrastructure and drainage needs of the area were intended to be accommodated in the public rights of way and in some cases along the rear lot lines. The orientation of the property line separating this and the neighboring residential property shouldn't have any impact on the future neighborhood street reconstruction project currently scheduled for 2019.

Mark

SHOREVIEW PLANNING COMMISSION - AUGUST 23, 2011

Chair Feldsien stated that he was not in support of this proposal because of size and height. The height has been reduced but not the size. Shoreview is rated as a very desirable place to live. Part of that is applying City regulations uniformly across the City.

MOTION: by Commissioner Schumer, seconded by Commissioner Wenner to deny the variance requests submitted by Michael Morse, 1648 Lois Drive, to exceed the area and height requirements for a detached accessory structure on his property. This denial is based on the following findings:

1. The request does not comply with the spirit and intent of the City's Development Code and Comprehensive Plan. The residential dwelling unit is no longer the dominant use or feature of the property because of the proposed size and height of the accessory structure.
2. Reasonable Manner. The proposed size and side yard setback of the garage is not reasonable for the property due to the lot characteristics and size of the home. A one-story detached accessory structure with a maximum area of 576 square feet and a small storage shed could be constructed on the property at the required 5-foot setback.
3. Unique Circumstances. The unique circumstances are due to the applicant's personal storage needs and not a unique characteristic of the property. While the home is small and has limited expansion potential, a detached garage 576 square feet in size and small storage shed can be constructed on the property. The structure can be set back 5 feet from the side lot line in accordance with the Development Code.
4. Character of the Neighborhood. The structure dominates the property and detracts from the residential character of the property and neighborhood. The visual impact of the structure from the west side property line cannot be mitigated due to the 2.3-foot setback proposed.

VOTE: Ayes - 4 Nays - 1 (Solomonson)

NEW BUSINESS

VARIANCE AND MINOR SUBDIVISION

FILE NO.: 2425-11-18
LOCATION: 5790/5784 FAIRVIEW AVENUE
APPLICANT: ALYSSA DELANGE AND JESSICA JIMENEZ

Presentation by Senior Planner Rob Warwick

This application is to adjust the side lot line between the two properties. Ms. DeLange has also submitted a variance application to allow the existing drive to remain with a setback less than the 5 feet required. It is set back approximately 1 foot from the proposed side lot line. No site alterations are proposed. The adjustment is to remedy existing encroachments so that the driveway on 5790 is fully on that parcel. The proposed side lot line will bring both houses into

SHOREVIEW PLANNING COMMISSION - AUGUST 23, 2011

compliance with side setbacks of at least 10 feet.

By way of background, the plat of Edgetown Acres was recorded in 1954. The dwellings on these two parcels were constructed in 1955 under the jurisdiction of Mounds View Township. The detached garages were constructed in 1960 at 5784 and in 1978 at 5790 with Shoreview permits. There is no record of a separate driveway permit for 5790. A full second story was added to 5784 in 1982, with no indication that a variance was required.

Both resulting lots will comply with the dimensional lot requirements in the City Code.

Regarding the variance, the applicant states that the existing driveway provides access to the house and garage and has been in this location since the house was built.

The proposed lot line eliminates both dwelling side yard non-conformities, approximates a lot line radial to the curve of the street, and cures the existing driveway encroachment. This remedy is in accordance with the intent of the Comprehensive Plan and Development Code. Practical difficulties that justify a variance include the fact that the driveway width is 9 feet at the street, 10 feet at the house and 14 feet at the turnaround. The existing encroachments and non-conforming setbacks are unique problems of the property for the homeowners. As no site alterations are proposed, the variance will not result in any outward change to the property or alter the character of the neighborhood.

Notices have been mailed to property owners within 350 feet of the two properties in this application. No comments have been received.

The Public Works Director has reviewed the application and finds that front, rear and side drainage and utility easements are not necessary with the proposed side lot line adjustment.

Staff believes that reducing the side setback for the driveway is warranted. The proposed adjustment is consistent with policies of the Comprehensive Plan and complies with the Development Code. Staff recommends adoption of Resolution 11-52, approving the variance and recommending the City Council approve the minor subdivision.

MOTION: by Commissioner Schumer, seconded by Commissioner Mons to adopt Resolution 11-52 approving the variance request for 5790 Fairview and to recommend the City Council approve the minor subdivision for 5790 and 5784 Fairview, subject to the following conditions:

Variance

1. The project must be completed in accordance with the plans submitted as part of the Minor Subdivision/Variance applications.
2. This approval will expire after one year if the minor subdivision has not been recorded.

SHOREVIEW PLANNING COMMISSION - AUGUST 23, 2011

3. This approval is subject to a 5-day appeal period.

Minor Subdivision

1. The minor subdivision shall be in accordance with the plans submitted, dated July 22, 2010.
2. This approval shall expire after one year if the subdivision has not been recorded with Ramsey County.
3. Approval of the Minor Subdivision is contingent upon the Planning Commission's approval of the variance to reduce the required front yard setback.

This approval is based on the following findings:

Variance

1. *The property owner proposes to use the property in a reasonable manner not permitted by the Shoreview Development Regulations.* The existing drive varies in width. The width is 10 feet next to the house. This is a narrow width and reasonable. This variance request is not prompted by a proposed improvement but instead a side lot line adjustment that will remedy non-conformities and encroachments and this is also reasonable.
2. *The plight of the property owner is due to circumstances unique to the property not created by the property owner.* Unique circumstances warrant the variance. The existing encroachments and dwelling non-conformities are unique problems confronting the homeowner.
3. *The variance, if granted, will not alter the essential character of the neighborhood.* No site alterations are proposed with the minor subdivision and variance, and there will be no outward signs of any change to the property. Since the driveway has existed for more than 30 years, staff believes the character of the neighbor will not be altered by granting the variance.

Minor Subdivision

1. The subdivision is consistent with the policies of the Comprehensive Plan and in compliance with the regulations of the Development Code.
2. The proposed lots conform to the adopted City standards for the R1 District.
3. The lot boundary adjustment remedies existing encroachments and brings the existing dwellings into compliance with the current side setback requirements.

Discussion:

Upon request by Commissioner Solomonson, the motion was revised as stated above, to

SHOREVIEW PLANNING COMMISSION - AUGUST 23, 2011

specifically reference the property addresses of the subject properties.

VOTE: Ayes - 5 Nays - 0

MISCELLANEOUS

City Council Meetings

Commissioner Mons agreed to attend the September 6th and September 19th City Council meetings.

ADJOURNMENT

MOTION: by Commissioner Schumer, adjourn the August 23, 2011, Planning Commission meeting at 8:42 p.m.

VOTE: Ayes - 5 Nays - 0

ATTEST:

Kathleen Nordine
City Planner

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to authorize the trade in of the 2010 S650 Bobcat Skidsteer Loader and authorize the purchase a new unit from the State of Minnesota Purchasing Contract, for a total cost after trade-in, of \$1,603.13, which includes sales tax.

ROLL CALL:	AYES	NAYS
HUFFMAN	_____	_____
QUIGLEY	_____	_____
WICKSTROM	_____	_____
WITHHART	_____	_____
MARTIN	_____	_____

TO: MAYOR, CITY COUNCIL, CITY MANAGER

FROM: MARK J. MALONEY, PUBLIC WORKS DIRECTOR

DATE: SEPTEMBER 6, 2011

SUBJ: AUTHORIZATION TO TRADE-IN / PURCHASE A SKIDSTEER LOADER

INTRODUCTION

In 2010 the City purchased a S220 Bobcat skid steer loader off of the State of Minnesota Cooperative Purchasing Venture Contract from Tri-State Bobcat. A number of local government entities, including White Bear Lake, Maplewood, Vadnais Height and many others participate in a "trade-in" program with Tri-State Bobcat. This type of program is only offered to state and local government agencies. City Council approval is necessary at this time for authorization to trade in the current skid steer and purchase its replacement unit from Tri-State Bobcat, through the State of Minnesota Cooperative Purchasing Venture Contract #T-631(5).

DISCUSSION

The existing skidsteer loader is used regularly by public works maintenance personnel in conjunction with various types of excavating projects, pond maintenance, street patching, snow removal and tree planting/landscaping projects. Each year there is a cost to maintain this piece of equipment, including routine maintenance, tire repairs and replacements etc. As the equipment ages those costs get higher and higher with each passing year.

Tri-State Bobcat offers a trade-in type program to State and local government agencies which allows them to trade in their one or two year old piece of equipment for a premium and purchase a new piece of equipment from the state contract. The trade in value will go up each year to insure the program participants pay no more than \$1,500 per year age of the equipment. Ramsey County has participated in this type of program for many years and they have been very pleased with the benefits they have enjoyed with the program. In addition to costly repairs that could occur in later years of the life of this equipment, participating in this program virtually eliminates the need to ever replace the tires which essentially pays for the program annually. Under this program, budgeting for equipment repairs/replacements is more predictable given the age of the equipment. This is not an agreement in which the City is obligated to participate in each year. The equipment and program will be evaluated each year and recommendations will be made according to those evaluations. A request for authorization to purchase the skid steer from the State of Minnesota contract will be submitted with the understanding that replacement costs will be no more than \$1,500 annually. All existing attachments will transfer to the new unit which will have similar capabilities.

RECOMMENDATION

Staff recommends consideration of the attached motion that authorizes the trade in of the current 2010 S650 Bobcat Skidsteer Loader and authorizes the purchase a new unit from the State of Minnesota Purchasing Contract, for a total cost after trade-in of \$1,603.13, which includes sales tax.

MJM/dc

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

To approve Ordinance No. 884 adopting Exhibit D, Community Center Rate Schedule.

ROLL CALL:	AYES	_____	NAYS	_____
	HUFFMAN	_____		_____
	QUIGLEY	_____		_____
	WICKSTROM	_____		_____
	WITHHART	_____		_____
	MARTIN	_____		_____

Regular Council Meeting
September 6, 2011

TO: MAYOR, CITY COUNCIL, AND CITY MANAGER

FROM: MICHELLE MAJKOZAK
COMMUNITY CENTER GUESTS SERVICES MANAGER

DATE: AUGUST 30, 2011

SUBJECT: COMMUNITY CENTER RATE ADJUSTMENTS

INTRODUCTION

The City Council is being asked to consider various rate adjustments for the Shoreview Community Center. The daily admission, membership rates, banquet hall and meeting room rates were last increased in January, 2011. After evaluating rates at comparable facilities, it is staff's recommendation to approve small incremental rate increases in January, 2012. All City fees are adopted by ordinance and included in a fee schedule.

BACKGROUND

The City Council approves the daily admission and membership rates for the Community Center and indoor playground. The Council also approves rates for the banquet rooms (Shoreview Room and Richard Wedell Community Room) and meeting rooms in the Center.

The Community Center has several membership categories including regular and resident pre-paid annual, seasonal, and monthly billing memberships for adults, youth/seniors, dual (two people living at the same address), and families. In addition, the number of health insurance reimbursement plans and flexible membership options has increased in the past year. These rates are the most critical to the Community Center's revenue stream since they now bring in more than one million dollars per year.

Daily admission rates for the Community Center and the Tropical Adventure Indoor Playground are also important since they bring in more than \$500,000 per year in annual revenue. Banquet and meeting room rentals are the third largest revenue source for the Community Center.

Attached is a comparison of daily admission rates for Community Centers and indoor playgrounds, banquet and meeting room rates and membership rates with comparable public and private facilities in surrounding communities.

Daily Admission Rates

Currently there are regular and resident individual daily admission rates for the Community Center. Staff is proposing that daily admission rates be increased between 2-3%. This will increase the daily adult rate to \$7.23 for residents and \$8.63 for non-

residents; \$6.30 for seniors/youth residents and \$7.70 senior/youth non-residents. It is suggested that the family rate be increased \$24.27 for a family resident and \$30.34 for family non-resident, with a maximum limit of 6 family members. The price per individual above 6 would remain at \$4.00. These proposed rates are calculated before sales tax and, when sales tax is added, will equal a daily admission rate that is either a flat dollar amount or increments of \$0.25. Staff is proposing the playground daily rate would increase to \$4.67, or \$5.00 with tax. There has not been an increase in the rate for the indoor playground since it opened in 2009.

Banquet and Meeting Room Rates

The Banquet Room rate was increased last year for Saturday evening rentals and all other prices were kept the same. Staff is again proposing small increases on Friday and Saturday evening's banquet room rentals ranging from \$25-\$35. These two evenings are the most "in demand" nights and, as noted in the rate comparisons, are typically subject to a rate premium. Anyone that has already booked an event for the next several months would not be subject to these increases; therefore, the Community Center will not see the full impact of this rate increase until 2013. Although not approved by the Council, staff will also be increasing the amount of the damage deposit by \$50.

Membership Rates

The City's annual and monthly membership rates for the Community Center are significantly lower than nearly all comparison facilities. However, it should be noted that Shoreview does not offer basic fitness classes as part of our membership package. Community Center members do receive a 30% discount on group fitness classes and free guest passes. We are suggesting a small membership rate increase for January, 2012. The percent increase ranges from 3% to 5% depending on the membership category. Staff feels these increases are warranted due to the Community Center's affordable rate structure in comparison to similar facilities.

RECOMMENDATION

The proposed rate adjustment will go into effect January 1, 2012. The proposed rate adjustments are reasonable and will maintain Shoreview Community Center's reputation as an affordable, high quality Community Center which is critically important in the current economy. In the last several years, the Community Center has had a philosophy of adjusting rates on an annual basis by a smaller incremental percentage (2%-4% range) rather than increasing rates by 10% or more every few years. These increases have been incorporated into the revenue projections for the proposed 2012 Community Center budget. It is important to adopt the increases at this time so they can be included in the upcoming ShoreViews newsletter. Based on the foregoing information, it is recommended that the City Council adopt Ordinance No. 884 revising Exhibit D-Community Center Rate Schedule.

STATE OF MINNESOTA
COUNTY OF RAMSEY
CITY OF SHOREVIEW

ORDINANCE NO. 884

AN ORDINANCE DETERMINING A COMMUNITY CENTER RATE
SCHEDULE

THE CITY COUNCIL OF THE CITY OF SHOREVIEW ORDAINS:

Pursuant to Minnesota Law and the Shoreview City Code, a fee schedule for Community Center fees is hereby adopted.

Community Center Fee Schedule

- (a) The Code of the City of Shoreview establishes that certain rates and fees be set from time to time by the Shoreview City Council.
- (b) City staff has reviewed the Community Center rate schedule and is hereby recommending that Exhibit D be adopted.
- (c) Upon consideration and review of the Shoreview City Council, the Community Center Rate Schedule, hereto attached as Exhibit D, is hereby adopted.

Adoption Date: Passed by the City Council of the City of Shoreview on the 6th day of September, 2011.

Sandra C. Martin, Mayor

Publication Date: Published on the ____ day of _____, 2011.

EXHIBIT D
COMMUNITY CENTER RATE SCHEDULE
CITY OF SHOREVIEW, MINNESOTA

Daily Admission

Adult-Regular	\$ 8.63
Adult-Resident	\$ 7.23
Youth/Senior-Regular	\$ 7.70
Youth/Senior-Resident	\$ 6.30
Family-Regular	\$ 30.34
Family-Resident	\$ 24.27

Coupon Books – 10 Visits

Adult-Regular	\$ 77.50
Adult-Resident	\$ 65.00
Youth/Senior-Reg	\$ 69.25
Youth/Senior-Resident	\$ 56.50
Playground	\$ 42.00

Track (Senior)

Daily-Regular	\$ 3.97
Daily-Resident	\$ 3.03
10 Visit-Regular	\$ 32.00
10 Visit-Resident	\$ 25.00

Annual Memberships

Adult-Regular	\$395.00
Adult-Resident	\$305.00
Youth/Senior-Regular	\$315.00
Youth/Senior-Resident	\$250.00
Dual-Regular	\$590.00
Dual-Resident	\$470.00
Family-Regular	\$680.00
Family-Resident	\$540.00

Seasonal Memberships – 3 months

Adult-Regular	\$170.00
Adult-Resident	\$130.00
Youth/Senior-Regular	\$130.00

Youth/Senior-Resident	\$105.00
Dual-Regular	\$240.00
Dual-Resident	\$190.00
Family-Regular	\$260.00
Family-Resident	\$210.00

Monthly Membership Rates (requires 1 year contract)

Adult-Regular	\$37.00
Adult-Resident	\$30.00
Youth/Senior-Regular	\$32.00
Youth/Senior-Resident	\$25.00
Dual-Regular	\$53.00
Dual-Resident	\$45.00
Family-Regular	\$61.00
Family-Resident	\$50.00

Meeting Rooms

Resident	\$30.00
Non Resident	\$45.00

Island Lake Conference Room

Resident	\$50.00
Non Resident	\$65.00

Indoor Playground

Daily Rate	\$4.67
------------	--------

Banquet Rooms

Current Rate

Kitchen Fee

Community Room

Resident	\$320.00-\$740.00	\$100.00 for events with up 100 guests /\$200 for over 100 people
Non Resident	\$395.00-\$845.00	

Shoreview Room

Resident	\$520.00-\$1,060.00	\$100.00 for events with 100 guests/\$200 for over 100 people
Non Resident	\$595.00-\$1,160.00	

Daily Admission Comparison

Maplewood Community Center

Adult Regular -\$9.00

Senior/Youth Regular - \$7.00

Family Regular - \$22.00

Adult Resident - \$7.00

Senior/Youth Resident - \$5.00

Family Resident - \$18.00

Eden Prairie Community Center

Regular - \$10.00

Family \$20.00

Resident \$8.00

Family \$16.00

Eagan Community Center

Daily Pass Resident and Non Resident \$10.00

Shoreview Community Center

Adult Regular -\$8.50

Senior/Youth Regular - \$7.50

Family Regular - \$30.00

Adult Resident - \$7.00

Senior/Youth Resident - \$6.00

Family Resident - \$24.00

Proposed Change for 2012

Adult Regular -\$8.63

Senior/Youth Regular - \$7.70

Family Regular - \$30.34

Adult Resident - \$7.23

Senior/Youth Resident - \$6.30

Family Resident - \$24.27

**Family pass is limited to six individuals. Each additional person is \$4.00*

Indoor Playground Rate Comparison

Eagles Nest, New Brighton

One Day Pass	\$5.00
Group Rate	\$4.15

Maple Maze, Maple Grove

	Resident	Non-Resident
One Day Pass	\$4.00	\$ 5.00
Group Rate	\$3.50	\$ 3.50

Lookout Ridge, Woodbury

One Day Pass	\$5.50
Group Rate	\$4.50

Adventure Peak, Edina

One Day Pass	\$6.00
Group Rate	\$5.00

The Blast, Eagan

	Resident	Non-Resident
One Day Pass	\$5.00	\$ 5.00
Group Rate	\$4.00	\$ 4.50

Grove Cove, Maple Grove

	Resident	Non-Resident
One Day Pass	\$5.50	\$ 6.50

Tropical Adventure, Shoreview Community Center

Playground Only	\$4.50		
	Resident	Non-Resident	
One Day Pass Including Water Park	\$ 6.00	\$ 7.50	

Proposed Change for 2012

Playground Only	\$4.67		
	Resident	Non-Resident	
One Day Pass Including Water Park	\$ 6.30	\$ 7.70	

Room Rate Comparison

Plymouth Creek Center (Seats 352)

Full Plymouth Room (Seats 352)	<u>Resident</u>	<u>Non-Resident</u>
Mon-Thursday (6 hrs)	\$ 390.00	\$ 645.00
Fri, Sat, Holidays (6hrs)	\$ 940.00	\$ 1,255.00
Sunday (6 hrs)	\$ 510.00	\$ 810.00
Additional Hours	\$ 70.00	\$ 125.00
 Half Room (6hrs)	 \$ 450.00	 \$ 600.00
 Meeting Rooms (Per hour)	 \$ 30.00	 \$ 50.00
& Conference Room (seats 12)		

*two hour min. & extra daily fees for projectors, mics, tv's, flip charts, ect...

Eagan Community Center

The Oaks Banquet Hall (Seats 350)

Sun-Thurs	\$ 850.00
Friday	\$ 1,150.00
Saturday	\$ 1,490.00

Portion of Oaks BH (Full Day)	\$ 400.00
--------------------------------------	-----------

Board Room (Hourly)	<u>Resident</u>	<u>Non-Resident</u>
690 sq. feet	\$ 22.00	\$ 26.00

Lone Oak Room	\$ 50.00	\$ 55.00
1400 sq. feet		

Other Meeting Rooms	\$ 17.00	\$ 19.00
360 sq. feet		

*Additional fees apply to some Audio/Visual Equipment

Maplewood Community Center

Banquet Room (5000 sq. feet)

Mon-Thurs	\$ 600.00
Friday	\$ 750.00
Saturday	\$ 850.00
Sunday	\$ 750.00

New Brighton Community Center**Community Room (Seats 250)**

	<u>Resident</u>	<u>Non-Resident</u>
Mon-Fri (Full Day)	\$ 300.00	\$ 350.00

*Additional Kitchen Fee

Mon-Thurs Evenings	\$ 220.00	\$ 245.00
--------------------	-----------	-----------

Friday (Full Day)	\$ 550.00	\$ 600.00
-------------------	-----------	-----------

*Kitchen Included

Saturday	\$ 775.00	\$ 825.00
----------	-----------	-----------

*Kitchen Fee \$50.00

Meeting Room	\$95.00 Half Day	\$ 110.00
	\$135.00 Full Day	\$150.00

Maple Grove Community Center**Banquet Room**

	<u>Resident</u>	<u>Non-Resident</u>
Mon-Thurs	\$ 275.00	\$ 325.00

Friday	\$ 575.00	\$ 625.00
--------	-----------	-----------

Saturday	\$ 625.00	\$ 675.00
----------	-----------	-----------

Sunday	\$ 325.00	\$ 375.00
--------	-----------	-----------

*Equipment rental fees apply to AV, easels and white boards

Beverage Bar	\$ 125.00	-
--------------	-----------	---

Kitchen Rental	\$ 75.00	-
----------------	----------	---

Shoreview Community Center**Shoreview Room**

	<u>Resident</u>	<u>Non-Resident</u>
Sun-Thurs	\$ 520.00	\$ 595.00

Friday	\$ 850.00	\$ 950.00
--------	-----------	-----------

Saturday	\$ 1,025.00	\$ 1,125.00
----------	-------------	-------------

*\$100-200 Kitchen Fee

Community Room

Sun-Thurs	\$ 320.00	\$ 395.00
-----------	-----------	-----------

Friday	\$ 595.00	\$ 695.00
--------	-----------	-----------

Saturday	\$ 710.00	\$ 815.00
----------	-----------	-----------

Community (Half-Room)

Sun-Thurs	\$ 180.00	\$ 210.00
-----------	-----------	-----------

Meeting Rooms

*Two hour time block	\$ 30.00	\$ 45.00
----------------------	----------	----------

Island Lake Room

	\$ 50.00	\$ 65.00
--	----------	----------

*Two hour time block

Proposed Change for 2012**Shoreview Room**

	<u>Resident</u>	<u>Non-Resident</u>
Sun-Thurs	\$ 520.00	\$ 595.00
Friday	\$ 880.00	\$ 980.00
Saturday	\$ 1,060.00	\$ 1,160.00

*\$100-200 Kitchen Fee

Community Room

Sun-Thurs	\$ 320.00	\$ 395.00
Friday	\$ 620.00	\$ 720.00
Saturday	\$ 740.00	\$ 845.00

Community (Half-Room)

Sun-Thurs	\$ 180.00	\$ 210.00
-----------	-----------	-----------

Meeting Rooms

*Two hour time block	\$ 30.00	\$ 45.00
----------------------	----------	----------

Island Lake Room

	\$ 50.00	\$ 65.00
--	----------	----------

*Two hour time block

Membership Comparison

Maplewood Community Center

Annual Rate	Regular	Monthly	Resident	Monthly
Adult	\$ 567.00	\$ 47.00	\$ 429.00	\$ 37.00
Dual	\$ 630.00	\$ 59.00	\$ 517.00	\$ 53.00
Family	\$ 706.00	\$ 63.00	\$ 643.00	\$ 58.00
Youth/Senior	\$ 328.00	\$ 29.00	\$ 303.00	\$ 27.00
Initiation Fee	\$ 75.00			

Membership includes Fitness Center, pool, child care (Family memberships only) raquetball, locker use, group fitness classes, 4 free guest passes, discounted theater tickets, room rentals, massage, personal training and various programs. Some group Fitness classes such as spinning and Zumba require an additional \$5.00 per class fee. Class pricing for non-members is \$6.25 per class and a punch card for \$5.00 per class

Y.M.C.A

Annual Rate	Monthly
Adult	\$ 62.00
Dual	\$ 98.00
Family	\$ 112.00
Joiners Fee	\$ 150.00

Membership includes Fitness Center, pool, child care. Many group fitness classes are free and some have a nominal charge.

Life Time Fitness

Annual Rate	Monthly
Adult	\$ 79.00
Dual	\$ 119.00
Family	\$ 149.00

Initiation Fee \$131.40 for first person and \$60.00 for each additional person

Membership includes Fitness Center, pool., most child care depending on center. Some have additional costs. Most group fitness classes are included except for some pilates and reformer

Curves

Annual Rate	Monthly
Adult	\$ 44.00
Service Fee	\$ 99.50

L.A Fitness

Annual Rate	Monthly	Specials
Adult	\$ 44.99	\$ 34.99
Registration Fee	\$ 199.00	\$ 99.00

Membership includes Fitness Center, pool, group fitness classes. The charge for raquetball and child care is \$3.00 per visit and/or \$10.00 per month

Shoreview Community Center

Annual Rate	Regular	Monthly	Resident	Monthly
Adult	\$ 385.00	\$ 36.00	\$ 295.00	\$ 29.00
Dual	\$ 575.00	\$ 51.00	\$ 455.00	\$ 43.00
Family	\$ 650.00	\$ 59.00	\$ 510.00	\$ 48.00
Youth/Senior	\$ 305.00	\$ 31.00	\$ 240.00	\$ 24.00

Membership Includes Fitness Center, Tropics Indoor Waterpark, Gymnasium, Guest Passes, Discounted child care and fitness classes, running track, P.T. discount, Tropical Adventure Indoor playground.

Proposed Change for 2012

Annual Rate	Regular	Monthly	Resident	Monthly
Adult	\$ 395.00	\$ 37.00	\$ 305.00	\$ 30.00
Dual	\$ 590.00	\$ 53.00	\$ 470.00	\$ 45.00
Family	\$ 680.00	\$ 61.00	\$ 540.00	\$ 50.00
Youth/Senior	\$ 315.00	\$ 32.00	\$ 250.00	\$ 25.00

Seasonal Memberships

Rate	Regular	Resident
Adult	\$ 165.00	\$ 125.00
Dual	\$ 230.00	\$ 180.00
Family	\$ 250.00	\$ 205.00
Youth/Senior	\$ 125.00	\$ 100.00

Proposed Change for 2012

Rate	Regular	Resident
Adult	\$170.00	\$ 130.00
Dual	\$240.00	\$ 190.00
Family	\$ 260.00	\$ 210.00
Youth/Senior	\$ 130.00	\$ 105.00

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

To approve resolution 11-58, accepting gifts/donations for the 2011 Slice of Shoreview event and expressing appreciation to all the generous sponsors and donors.

ROLL CALL: AYES _____ NAYS _____

HUFFMAN _____

QUIGLEY _____

WICKTROM _____

WITHHART _____

MARTIN _____

Regular City Council Meeting
September 6, 2011

TO: MAYOR AND COUNCILMEMBERS

FROM: TESSIA MELVIN
ASSISTANT TO THE CITY MANAGER

DATE: SEPTEMBER 6, 2011

SUBJECT: ACCEPTANCE OF AND APPRECIATION FOR SPONSORSHIPS
AND DONATIONS FOR THE SLICE OF SHOREVIEW 2011

INTRODUCTION

The City of Shoreview may accept gifts for the benefit of its citizens in accordance with the terms prescribed by the donor. Minnesota Statute 465.03 requires that the City Council accept these gifts by resolution.

BACKGROUND

The Slice of Shoreview is an annual festival celebrating the quality of life in Shoreview. The three-day event takes place over the fourth weekend of July at Island Lake Park and incorporates a wide variety of family-oriented activities including a carnival, parade, art and craft fair, food vendors, displays and demonstrations, talent show, bike ride, music and entertainment, fireworks and a lot more.

All aspects of the Slice of Shoreview are financed by contributions from area businesses and individuals, as well as the City of Shoreview. Admission to the event is free for everyone and free parking is also provided. Within the past two years the Slice Committee has been able to build a healthy budget reserve, which allows them to pay in advance for entertainment and contracts.

All businesses that contribute to the Slice of Shoreview receive recognition through the local papers, the City's newsletter, Slice website and Channel 16.

ACCEPTANCE OF GIFTS/DONATIONS

The Slice of Shoreview was a success event this year in raising nearly \$30,000 in sponsorships and collecting nearly another \$10,000 in donations for the prize drawing.

RECOMMENDATION

Staff recommends that the City Council adopt resolution 11-58, accepting gifts/donations for the 2011 Slice of Shoreview event and expressing appreciation to all the sponsors and organizations that donated prizes for the event.

Business Name	Contact	2011 Received Payment
Agents of Edina Realty	Pam Wilson	\$ 1,000.00 x
Allied Waste/Republic Services	Rich Hirstein	\$ 500.00 Inkind
Anchor Bank	Paulette Cavallaro	\$1,000.00 x
Association Maintenance	Mark Schifsky	\$500.00 x
Baker's Square	Holly Larkin	\$1,500.00 In kind (pies)
Boston Scientific	Lisa Stone	\$1,500.00 x
Boulos Dental Care	Dr. Sammy Boulaus	\$ 500.00 x
Bremer Bank	Mike Yanisch	\$1,500.00 x
Carson Chiropractic	Kim Drumm	\$750.00 x (In kind certificates)
Culvers	Ben Sparks	\$500.00 x
CW Houle	Bryan Houle	\$300.00 x
Deluxe Corp	Jennifer Anderson	\$2,500.00 x
Edina Realty	Tammi Roach	\$1,500.00 x
Enrich	Tony Jordan	\$500.00 x
Exterior Renovation Specialists	Business Owner	\$450.00 x
Fastsigns	Marsha	\$140.00 In kind (banners)
Furey Dental Group	Dr. Mike Furey	\$500.00 x
Hilton Garden Inn	Kory Lesniak	\$500.00 In kind (one night stay)
House of Dreams/Natural Balance Pet Foods	Mark Schaffhausen	\$1,000.00 \$500 from natural balance
Hummingbird Floral	LuGene	\$250.00 x
Kozlaks	Mark & Lynn Satt	\$1,000.00 In kind (services)
Land O Lakes	Lydia	\$1,000.00
Lae's Champion Taekwondo	Kim Lee	\$100.00 x
Lexington Floral	Barb Rose	
Mead Metals, Inc	John Allyn	\$300.00 x
Medtronic	Richard Fischer	\$5,000.00 x
Minnesota Helicopter		\$210.00 x
Minnesota Metro North Tourism Board	Steve Markuson	\$4,000.00 x
Mister Hot Shine Carwash	Jayne Sabo	\$750.00 x (\$250 Inkind certificates)
Northview Dental	Jeff Norsted	\$ 250.00 x
Oak Hill Montessori	Paula Carlson	\$250.00 x
Omega Events	Doug Lattin	\$ 500.00 Inkind (discount)
PAR Nuclear	Tova Anderson	\$500.00 x
PAR Systems	Kim Hanna	\$200.00 x
Qwest is becoming CenturyLink	Molly Clemen	\$500.00 x
Ramsey County Parks and Recreation	Jody Yungers	Inkind
Sandy Martin		\$ 100.00 x
Scandia Shores	Debbie Stacey	\$500.00 x
Schroder Concessions	Brad Shroder	\$500.00 x
Shoreview Community Center	Michelle Malikozak	\$ 358.00 In kind (memberships)
Shoreview Exxon	Dave Krona	\$ 1,000.00 500/Inkind
Shoreview Press	Steve Krueger	In-kind (advertisement)
Stripes Shows		\$6,277.75 Inkind (services)
The Goodprinter	Lisa Halvorson	\$ 500.00 Inkind (services)
Twin Cities Public Television	Kathleen O'Donnell	masco's
Ultimate Events	Dawn Westerman	\$ 500.00 Inkind (discount)
Weber Electric	Steve Weber	\$ 250.00
Wells Fargo	Marlene Olson	\$300.00 x

\$ 41,735.75

**EXTRACT OF MINUTES OF MEETING OF THE
CITY COUNCIL OF SHOREVIEW, MINNESOTA
HELD SEPTEMBER 6, 2011**

* * * * *

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota was duly called and held at the Shoreview City Hall in said City on September 6, 2011, at 7:00 p.m.

The following members were present: Mayor Martin; Councilmembers Huffman, Quigley, Wickstrom and Withhart;

And the following members were absent: None.

Member introduced the following resolution and moved its adoption.

RESOLUTION NO. 11-58

**A RESOLUTION EXPRESSING ACCEPTANCE OF AND APPRECIATION FOR
SPONSORSHIPS FOR THE 2011 SLICE OF SHOREVIEW**

WHEREAS, the City of Shoreview has received the following monetary donations (see attached list) from area businesses for the 2011 Slice of Shoreview.

WHEREAS, the City Council is appreciative of the donations.

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Shoreview, acknowledges and accepts the donations on the attached list, with gratitude and that the donations will be appropriated to the 2011 Slice of Shoreview.

The motion of the foregoing resolution was duly seconded by Member and upon a vote being taken thereon, the following voted in favor thereof: Mayor Martin; Councilmembers Huffman, Quigley, Wickstrom and Withhart;

And the following voted against the same: None.

WHEREUPON, said resolution was declared duly passed and adopted the 6th day of September 2011.

STATE OF MINNESOTA)

COUNTY OF RAMSEY)

CITY OF SHOREVIEW)

I, the undersigned, being the duly qualified City Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council on the 6th day of September 2011, with the original thereof on file in my office and the same is full, true and complete transcript therefrom insofar as the same relates to the acceptance of and appreciation for gifts for the 2011 Slice of Shoreview.

WITNESS MY HAND officially as such City Manager and the corporate seal of the City of Shoreview, Minnesota this 7th day of September 2011.

Terry C. Schwerm, City Manager

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

To approve the quote from Upper Midwest Athletic Construction for tennis court resurfacing in the amount of \$25,870, plus applicable sales tax.

ROLL CALL:	AYES		NAYES	
	HUFFMAN	_____		_____
	QUIGLEY	_____		_____
	WICKSTROM	_____		_____
	WITHHART	_____		_____
	MARTIN	_____		_____

Regular Council Meeting
September 6, 2011

TO: MAYOR AND COUNCIL

**FROM: JERRY HAFFEMAN, PARKS AND RECREATION DIRECTOR
GARY CHAPMAN, BUILDING & GROUNDS SUPERINTENDENT**

DATE: AUGUST 30, 2011

**SUBJECT: APPROVE QUOTE—SHAMROCK PARK TENNIS COURT
RESURFACING**

INTRODUCTION

The 2011 Capital Improvement Program includes funding for the repair and resurfacing (color coating) of the tennis/basketball court at Shamrock Park. The Council is being asked to approve the quote for this work.

BACKGROUND

The City's adopted 2011 Capital Improvement Program includes funding for the repair and resurfacing of the tennis courts and basketball courts at Shamrock Park.

The City solicited quotes from the following two vendors for this work:

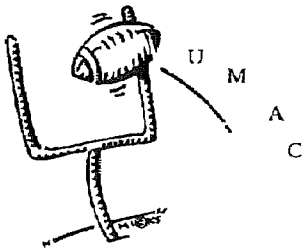
Lee Sports Surfacing	\$36,275
Upper Midwest Athletic Construction	\$25,870

Each of the quotes includes the use of the Armor Crack Repair System that has been used on our recent court resurfacing projects with good success. The project will also involve patching any low areas and then placing the color coated surface commonly used with tennis/basketball courts. The use of the crack repair system and the patching helps extend the number of years between resurfacing and color coating of the courts.

Staff is recommending that the Council award the quote to Upper Midwest Athletic Construction in the amount of \$25,870, plus applicable sales tax. The City has not worked with Upper Midwest Athletic Construction; however, we have checked references who have indicated that they do quality work. This work is funded from the City's General Fixed Asset Revolving Fund. The project will be completed in September.

RECOMMENDATION

Based on the foregoing information, it is recommended that the City Council approve the quote from Upper Midwest Athletic Construction for the Shamrock Park tennis court resurfacing in the amount of \$25,870, plus applicable sales tax.



Upper Midwest Athletic Construction

Div. Blacktop Repair Service, Inc.

Serving Minnesota, Wisconsin, Iowa, North Dakota and South Dakota

16340 Nowthen Blvd.

Anoka, MN 55303

763-753-1127 phone

763-753-3619 fax

U_M_A_C@comcast.net

July 27, 2011

City of Shoreview Park & Rec.

4580 Victoria St N.

Shoreview, MN 55126

Gary Chapman

651-490-4756 phone

651-490-4797 fax

Re: Shamrock Park
5623 Snelling Ave.

We propose the following:

1. Pressure wash each court surface
2. Locate and fill any birdbaths over 1/3"
3. Repair all cracks with Armor Crack Repair System - 950 If
4. Apply minimum two coats of Acrylic Resurfacer
5. Apply two coats of each color, Acrylic Tennis Court paint
6. Apply white lines as each court appeared before pressure washing

\$25,870.00

Note: 3 Year Warranty on cracks repaired with Armor Crack Repair System
However, they should last you up to 10 years

Thank you,

Gordon E Hicks, Sr

To:	Gary Chapman	via facsimile:
Company:	City of Shoreview	
Re:	Shamrock Park Tennis Courts	
Date:	August 1, 2011	



Dear Gary,

Lee Sports quotes the following prices for the repairs and resurfacing of two courts and one basketball court located in Shamrock Park. Due to the amount of cracks you may not want to invest that much money in repairing them with the Armor Crack Repair System and budget reconstruction. The price is close to half the cost of reconstruction.

Plexipave Premium Tennis Court Products www.plexipave.com

- Pressure wash court surface (5000psi) removing loose and delaminated material, scrub all spots and stains with a special cleaning solution (bleach and TSP) removing moss and mildew.
- Flood courts and locate any areas holding more then 1/16" standing water.
- Patch low areas with acrylic deep patching material.
- Completely sand court surface with high powered orbital sander blending in patching and crack filling.
- Fill cracks with acrylic patching material and Nova Caulk, filler flush with existing surface.
Note: Rubberized Acrylic crack sealants are a short term solution to cracking. Cracks will return as a hair line crack as soon as the first freeze thaw cycle, there is absolutely no guarantee on repaired cracks. The Armor Crack Repair system is the only long term solution to repairing structural cracking. <http://www.armorcrackrepair.com> So if your tired of the cracks always returning apply the Armor Crack Repair System and see your courts, crack free for years to come.
- Apply two coats of acrylic leveling material.
- Apply two texture coat of Plexipave acrylic tennis court paint.
- Line stripe tennis courts to USTA specifications.

Price: \$12,500.00
1200 Lineal Feet of Amor Crack Repair Add:: \$23,775.00

Thank you for the opportunity to submit this quotation. We look forward to working with you on the successful completion of your proposed tennis court surfacing project. If you have any questions or need additional information, please feel free to call me at (612) 597-0544.

Sincerely,

Nat Lee,



PUBLIC HEARING AGENDA FOR:

**1698 LOIS DRIVE
1704 OAKWOOD DRIVE
4711 LAURA LANE**

Purpose: **COST OF NUISANCE ABATEMENT**

Published Date: AUGUST 23, 2011

Affidavit of Publication: AUGUST 25, 2011

Affidavit of Mailing: AUGUST 16, 2011

Review of Affidavits of Mailing
and Publication by City Attorney: _____

Open Public Hearing - Time: _____

Hearing Discussion:

PROPOSED MOTION TO CLOSE PUBLIC HEARING

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

To close the public hearing at _____ p.m.

VOTE: AYES: _____ NAYS: _____

Huffman	_____	_____
Quigley	_____	_____
Wickstrom	_____	_____
Withhart	_____	_____
Martin	_____	_____

Regular Council Meeting
September 6, 2011

PROPOSED MOTION

**TO APPROVE ASSESSMENTS FOR COST OF THE NUISANCE
AND/OR VEGETATIVE GROWTH ABATEMENT**

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

To approve Resolution No. 11-61 adopting the assessments for the cost of
the nuisance and/or vegetative growth abatement at properties located at:

1698 Lois Drive

1704 Oakwood Drive

4711 Laura Lane

VOTE: AYES: _____ NAYS: _____

Huffman _____ _____

Quigley _____ _____

Wickstrom _____ _____

Withhart _____ _____

Martin _____ _____

Regular Council Meeting
September 6, 2011

TO: Mayor, City Council, and City Manager

FROM: Brent Marshall, Housing & Code Enforcement Officer

DATE: September 2, 2011

SUBJECT: Assessment Hearing- Vegetative Growth and/or Nuisance Abatement

Introduction

Public Assessment Hearings have been scheduled on September 6, 2011 to hear all comments, objections and concerns with regard to assessing the properties located at 1698 Lois Drive, 1704 Oakwood Drive, and 4711 Laura Lane for the cost of nuisance and/or vegetative growth abatement. The property owners of record have been notified of the assessment hearing and proper notice was published in the City's legal newspaper.

Discussion – Vegetative Growth Assessments

Violations of exterior property maintenance related to vegetative growth existed on the above mentioned properties. By order of the City Council a contractor was hired to abate the nuisance(s) on these properties, and the work was performed this summer. An abatement assessment public hearing is required before the City can assess the costs against the property.

1698 Lois Drive

- Abatement hearing was held before the City Council on June 6, 2011.
- The City council adopted Resolution 11-32 to abate vegetative growth and to charge the property owner, for the cost of abatement, including administrative costs. The amount proposed to be assessed to the property, is \$404.65.
- The property owner was billed for the costs of the abatement on July 7, 2011 and has not paid the bill.

1704 Oakwood Drive

- Abatement hearing was held before the City Council on July 12, 2011.
- The City Council adopted Resolution 10-58 to abate vegetative growth and to charge the property owner, for the cost of abatement, including administrative costs.
- The amount proposed to be assessed to the property, is \$381.35
- The property owner was billed for the costs of the abatement on July 7, 2011 and has not paid the bill.

4711 Laura Lane

- Abatement hearing was held before the City Council on June 6, 2011.
- The City Council adopted Resolution 11-32 to abate vegetative growth and to charge the property owner, for the cost of abatement, including administrative costs.
- The amount proposed to be assessed to the property, is \$370.64
- The property owner was billed for the costs of the abatement on July 29, 2011 and has not paid the bill.

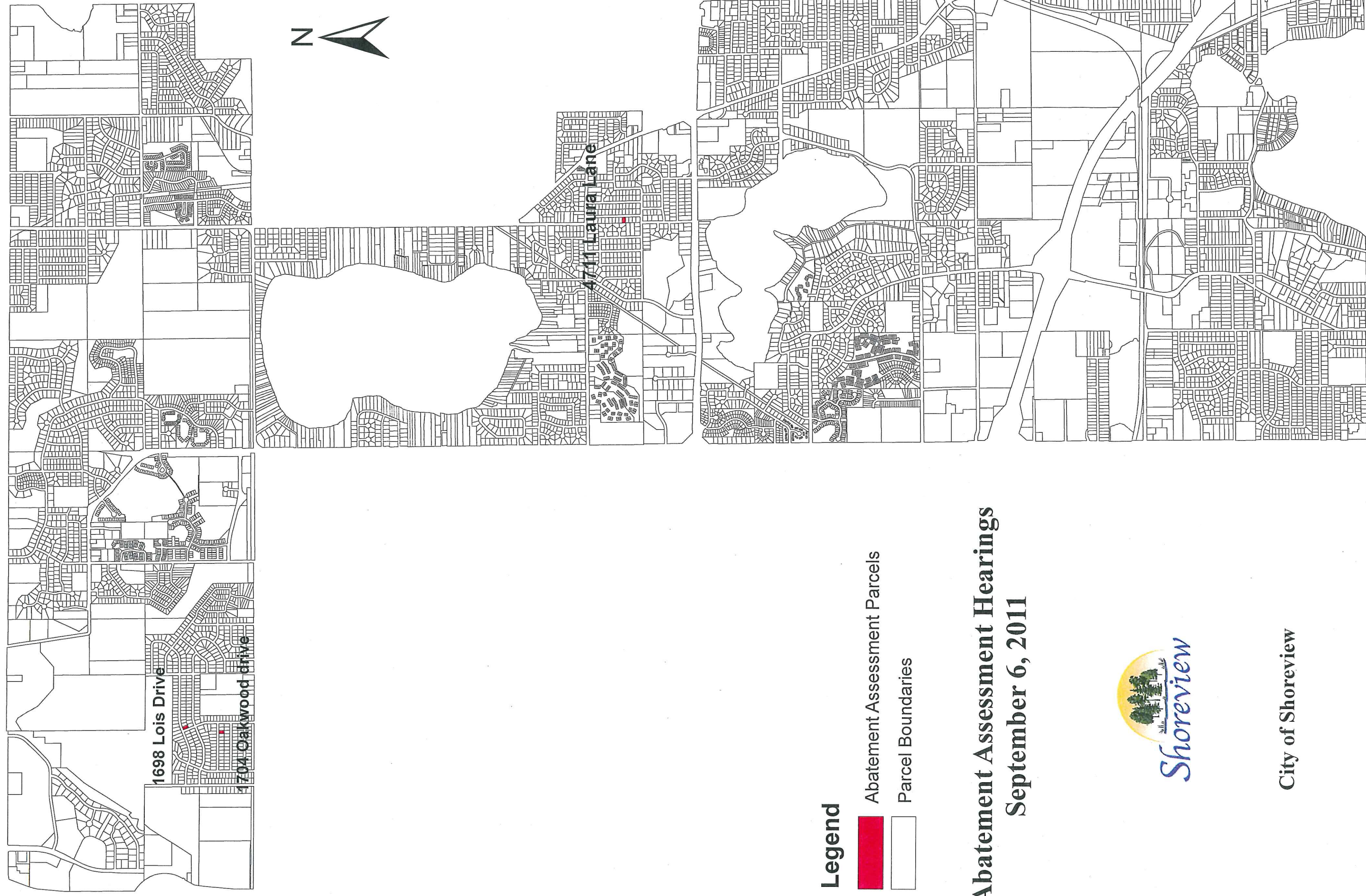
Recommendation

It is recommended that the City Council conduct the public hearing and approve Resolution No. 11-61 adopting the following assessments for vegetative growth nuisance abatements that occurred during the summer of 2011:

- 1.) 1698 Lois Drive- \$404.65
- 2.) 1704 Oakwood Drive- \$381.35
- 3.) 4711 Laura Lane - \$370.64

Attachments:

- 1) Motion
- 2) Location Map
- 3) Affidavit of Mailing
- 4) Affidavit of Publication
- 5) Property Files
 - a. Notice of Public Hearing
 - b. Invoice
- 6) Resolution No. 11-61



Legend

- Abatement Assessment Parcels
- Parcel Boundaries

Abatement Assessment Hearings September 6, 2011



City of Shoreview

2

1

2

3

4

5

6


STATE OF MINNESOTA)
)
COUNTY OF RAMSEY) SS
)
CITY OF SHOREVIEW)

AFFIDAVIT OF MAILING
NOTICE OF PUBLIC HEARING

The undersigned, on oath, deposes and says that he is and was on September 1, 2011, the duly qualified and Housing & Code Enforcement Officer of Shoreview, Minnesota, that on said date he mailed a copy of the attached Notice of Public Hearing to:


- Timothy J Peterson & Donna J Peterson, property owners of 1698 Lois Drive, Shoreview, Minnesota, 55126
- Central Bank, property owner of 1704 Oakwood Drive, Shoreview, Minnesota, 55126.
- Wa Xeng Thao & Chue Yang Thao, property owners of 4711 Laura Lane, Shoreview, Minnesota, 55126.

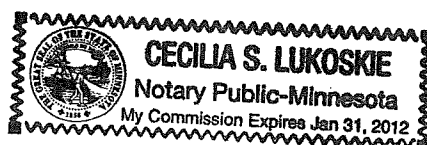
as prescribed in the City Code, by enclosing a copy of said notice in an envelope addressed to each such owner, and depositing such envelopes in the United States mails with postage fully prepaid thereof; that the names and addresses of such owners were those appearing as such by the records of the County Auditor of Ramsey County as of the date 30 days prior to adoption of the motion providing for said hearing, or by other appropriate records.


Brent Marshall, Housing & Code Enforcement Officer
Shoreview, Minnesota

Subscribed and sworn to before me this

1st day of September, 2011.


(Notarial Seal)



PRINTER'S AFFIDAVIT OF PUBLICATION

AFFIDAVIT OF PUBLICATION

STATE OF MINNESOTA)
County of Ramsey)

CITY OF SHOREVIEW NOTICE OF PUBLIC HEARING

ASSESSMENT HEARING, COST OF NUISANCE ABATEMENT

NOTICE IS HEREBY GIVEN that the City Council of the City of Shoreview, Minnesota, will meet at the Shoreview City Hall Council Chambers, 4600 Victoria Street North, Ramsey County, Minnesota, at 7:00 p.m., Local Time on **Tuesday, September 6, 2011**, to consider assessments to recover the cost of nuisance abatements, being in the City of Shoreview, Ramsey County, Minnesota, pursuant to Minnesota Statutes, Sections 429.101, as amended. The proposed assessment roll is now on file and open to public inspection by all persons interested at the Office of Community Development, 4600 Victoria Street North, Shoreview, Minnesota.

The properties proposed to be assessed for the costs of such nuisance abatement in the City are as follows:

PID # 13-30-23-32-0095 (4711 Laura Lane)
PID# 04-30-23-43-0025 (1704 Oakwood Drive)
PID# 04-30-23-41-0034 (1698 Lois Drive)

Such persons as desire to be heard with reference to the proposed assessment of nuisance abatement costs will be heard at this meeting.

An owner may appeal an assessment to District Court pursuant to Minnesota Statute 429.081 by serving notice of appeal upon the Mayor or City Manager of the City within 30 days after the adoption of the assessment and filing such notice with the District Court within ten (10) days after service upon the Mayor or City Manager; however, no appeal may be taken as to the amount of any individual assessment unless a written objection signed by the affected property owner is filed with the City Manager prior to the assessment hearing or presented to the presiding officer at the hearing.

BY ORDER OF THE CITY COUNCIL

Terry C. Schwerm, City Manager

Published one time in the Shoreview Press on August 23, 2011.

or, or the publisher's designated agent, being duly sworn, on oath the publisher, or the publisher's designated agent and an employee per known as the **SHOREVIEW PRESS**, and that I have full the facts which are stated below:

newspaper has complied with all of the requirements constituting as a qualified newspaper, as provided by Minnesota Statute 1.07, and other applicable laws, and amended.

d: **CITY OF SHOREVIEW**

ICE OF PUBLIC HEARING ON SEPTEMBER 6, 2011

MENT HEARING, COST OF NUISANCE ABATEMENT

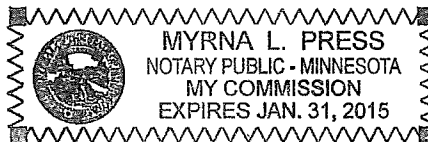
had was cut from the columns of said newspaper and was printed for one week on **TUESDAY, the 23RD day of AUGUST, 2011.** is a copy of the lower case alphabet from A to Z, both inclusive, by acknowledged as being the size and kind of type used in the and publication of the notice:

abcdefghijklmnopqrstuvwxyz

BY:

TITLE: Publisher

Subscribed and sworn to before me on this **25TH** day of **AUGUST, 2011.**



Myrna L. Press
Notary Public, Minnesota

RATE INFORMATION

(1) Lowest classified rate paid by commercial users for comparable space.

\$ _____
(Line, word or inch rate)

(2) Maximum rate allowed by law for the above matter.

\$ _____
(Line, word or inch rate)

(3) Rate actually charged for the above matter.

\$ **3.45/INCH**
(Line, word or inch rate)

**NOTICE OF PUBLIC HEARING ON
ASSESSMENT ROLL FOR
1698 LOIS DRIVE FOR ABATEMENT OF A PUBLIC NUISANCE**

Account Number 102618

Timothy J Peterson
Donna J Peterson
9124 Petersburg St. N.E.
Circle Pines, MN 55014-3835

Property address: 1698 Lois Dr.

Past Due Date: 7-16-11

Invoice Number:000004839

Amount: \$404.65

NOTICE IS HEREBY GIVEN that the City Council of the City of Shoreview, Minnesota, will meet at the Shoreview City Hall Council Chambers, 4600 Victoria Street North, Shoreview, Ramsey County, Minnesota, at **7:00 p.m., on Tuesday, September 6, 2011.**

This hearing is being held to hear, consider and pass upon any and all written or oral objections which may be offered with respect to the assessment roll for a nuisance abatement on the above referenced property. The proposed assessment roll is now on file and open to public inspection by all persons interested at the Office of Community Development, 4600 Victoria Street North, Shoreview, Minnesota.

The nature of the above abatement was for the removal of a public nuisance. The property proposed to be assessed in respect to said abatement includes land in the City of Shoreview described as:

PID# 04-30-23-41-00-34 (1698 Lois Drive)

This notice is given pursuant to Minnesota Statutes, Chapter 429, as amended. The property proposed to be assessed for such abatement is described above. The City of Shoreview's total cost of the abatement is Four Hundred Four & 65/100 Dollars (\$404.65). The proposed amount to be assessed is Four Hundred Four & 65/100 Dollars (\$404.65).

Such persons as desire to be heard with reference to the proposed assessment will be heard at this meeting.

An owner may appeal an assessment to District Court pursuant to Minnesota Statute 429.081 by serving notice of appeal upon the Mayor or City Manager of the City within 30 days after the adoption of the assessment and filing such notice with the District Court within ten (10) days

after service upon the Mayor or City Manager; however, no appeal may be taken as to the amount of any individual assessment unless a written objection signed by the affected property owner is filed with the City Manager prior to the assessment hearing or presented to the presiding officer at the hearing.

You may at anytime prior to certification of the assessment to the County Auditor, pay the entire assessment on such property to the City of Shoreview. No interest shall be charged on this assessment.

BACKGROUND

An abatement hearing was held before the City Council on Monday, June 6, 2011. At the hearing the City council adopted Resolution 11-32 to abate vegetative growth at 1698 Lois Dr., and to charge the property owner, for the cost of abatement, including administrative costs. The City Manager was also authorized to monitor the property throughout the 2011 and 2012 growing seasons and to abate any future vegetative growth on the property that does not comply with City Regulations.

Our records indicate that the amount shown on your abatement account is past due. Pursuant to section 210.020 of the Municipal Code, the unpaid account balance will be certified to the County Auditor as a lien against the property, and the County Auditor will levy an assessment on next year's tax statement.

Even though these charges will be added to the property tax statement, this does not make them tax deductible on your income taxes. According to Internal Revenue Code Section 164, only the total property before special assessments and other charges can be deducted for income tax purposes. Special assessments and service charges such as certified delinquent abatement bills (including administrative fees, late fees, and the cost of the abatement) are not deductible because they represent charges for services that, if paid in a timely fashion, would not have been collected on the property tax statement.

To avoid certification of these charges, pay the amount due by 10-06-11

For your convenience, we will accept credit card payments. If you have any questions relating to your account or the certification process, please feel free to contact me at 651-490-4687 or via email at bmarshall@shoreviewmn.gov.

BY ORDER OF THE CITY COUNCIL

/s/ Terry C. Schwerm, City Manager
MAILED: August 16, 2011

**CITY OF SHOREVIEW**

4600 Victoria Street North
Shoreview, MN 55126-5817

Invoice

Invoice Number	00004839
Account Number	102618
Due Date	07-16-11
Amount Due	\$404.65

PETERSON, TIMOTHY & DONNA
9124 PETERSBURG ST NE
CIRCLE PINES, MN 55014-3835

00004839000000040465

Charges for goods and/or services as follows:

WEED ABATEMENT: 1698 LOIS DRIVE, SHOREVIEW, MN 55126

WEED ABATEMENT	144.35
WEED ABATEMENT	260.30

TOTAL DUE: \$404.65

Please make check payable to: City of Shoreview

Questions may be directed to (651)490-4629.

Please Retain This Portion For Your Records

Invoice Number	00004839
Account Number	102618
Due Date	07-16-11
Amount Due	\$404.65

<--Pay by this date to avoid late fees

**NOTICE OF PUBLIC HEARING ON
ASSESSMENT ROLL FOR
1704 OAKWOOD DR. FOR ABATEMENT OF A PUBLIC NUISANCE**

Account Number 102570

Central Bank
3585- 124th Ave NW
Coon Rapids, MN 55433

Property address: 1704 Oakwood Dr.

Past Due Date: 7-21-11

Invoice Number:000004838

Amount: \$381.35

NOTICE IS HEREBY GIVEN that the City Council of the City of Shoreview, Minnesota, will meet at the Shoreview City Hall Council Chambers, 4600 Victoria Street North, Shoreview, Ramsey County, Minnesota, at **7:00 p.m., on Tuesday, September 6, 2011.**

This hearing is being held to hear, consider and pass upon any and all written or oral objections which may be offered with respect to the assessment roll for a nuisance abatement on the above referenced property. The proposed assessment roll is now on file and open to public inspection by all persons interested at the Office of Community Development, 4600 Victoria Street North, Shoreview, Minnesota.

The nature of the above abatement was for the removal of a public nuisance. The property proposed to be assessed in respect to said abatement includes land in the City of Shoreview described as:

PID# 04-30-23-43-00-25 (1704 Oakwood Dr.)

This notice is given pursuant to Minnesota Statutes, Chapter 429, as amended. The property proposed to be assessed for such abatement is described above. The City of Shoreview's total cost of the abatement is Three Hundred Eighty One & 35/100 Dollars (\$381.35). The proposed amount to be assessed is Three Hundred Eighty One & 35/100 Dollars (\$381.35).

Such persons as desire to be heard with reference to the proposed assessment will be heard at this meeting.

An owner may appeal an assessment to District Court pursuant to Minnesota Statute 429.081 by serving notice of appeal upon the Mayor or City Manager of the City within 30 days after the adoption of the assessment and filing such notice with the District Court within ten (10) days after service upon the Mayor or City Manager; however, no appeal may be taken as to the

amount of any individual assessment unless a written objection signed by the affected property owner is filed with the City Manager prior to the assessment hearing or presented to the presiding officer at the hearing.

You may at anytime prior to certification of the assessment to the County Auditor, pay the entire assessment on such property to the City of Shoreview. No interest shall be charged on this assessment.

BACKGROUND

An abatement hearing was held before the City Council on Monday, July 12, 2010. At the hearing the City council adopted Resolution 10-58 to abate vegetative growth at 1704 Oakwood Dr., and to charge the property owner, for the cost of abatement, including administrative costs. The City Manager was also authorized to monitor the property throughout the 2010 and 2011 growing seasons and to abate any future vegetative growth on the property that does not comply with City Regulations.

Our records indicate that the amount shown on your abatement account is past due. Pursuant to section 210.020 of the Municipal Code, the unpaid account balance will be certified to the County Auditor as a lien against the property, and the County Auditor will levy an assessment on next year's tax statement.

Even though these charges will be added to the property tax statement, this does not make them tax deductible on your income taxes. According to Internal Revenue Code Section 164, only the total property before special assessments and other charges can be deducted for income tax purposes. Special assessments and service charges such as certified delinquent abatement bills (including administrative fees, late fees, and the cost of the abatement) are not deductible because they represent charges for services that, if paid in a timely fashion, would not have been collected on the property tax statement.

To avoid certification of these charges, pay the amount due by 10-06-11

For your convenience, we will accept credit card payments. If you have any questions relating to your account or the certification process, please feel free to contact me at 651-490-4687 or via email at bmarshall@shoreviewmn.gov.

BY ORDER OF THE CITY COUNCIL

/s/ Terry C. Schwerm, City Manager
MAILED: August 16, 2011

**CITY OF SHOREVIEW**

4600 Victoria Street North
Shoreview, MN 55126-5817

Invoice

Invoice Number	00004838
Account Number	102570
Due Date	07-18-11
Amount Due	\$381.35

CENTRAL BANK OF COON RAPIDS
3585 - 124TH AVENUE NW
COON RAPIDS, MN 55433

00004838000000038135

Charges for goods and/or services as follows:

WEED ABATEMENT: 1704 OAKWOOD DRIVE, SHOREVIEW, MN 55126

WEED ABATEMENT	121.05
WEED ABATEMENT	260.30

TOTAL DUE: \$381.35

Please make check payable to: City of Shoreview

Questions may be directed to (651)490-4629.

Please Retain This Portion For Your Records

Invoice Number	00004838
Account Number	102570
Due Date	07-18-11
Amount Due	\$381.35

<--Pay by this date to avoid late fees

**NOTICE OF PUBLIC HEARING ON
ASSESSMENT ROLL FOR
4711 LAURA LANE FOR ABATEMENT OF A PUBLIC NUISANCE**

Account Number 102620

Wa Xeng Thao
Chue Yang Thao
4711 Laura Lane
Shoreview, MN 55126-6032

Property address: 4711 Laura Lane

Past Due Date: 8-07-11

Invoice Number:000004848

Amount: \$370.64

NOTICE IS HEREBY GIVEN that the City Council of the City of Shoreview, Minnesota, will meet at the Shoreview City Hall Council Chambers, 4600 Victoria Street North, Shoreview, Ramsey County, Minnesota, at **7:00 p.m., on Tuesday, September 6, 2011.**

This hearing is being held to hear, consider and pass upon any and all written or oral objections which may be offered with respect to the assessment roll for a nuisance abatement on the above referenced property. The proposed assessment roll is now on file and open to public inspection by all persons interested at the Office of Community Development, 4600 Victoria Street North, Shoreview, Minnesota.

The nature of the above abatement was for the removal of a public nuisance. The property proposed to be assessed in respect to said abatement includes land in the City of Shoreview described as:

PID# 13-30-23-32-00-95 (4711 Laura Lane)

This notice is given pursuant to Minnesota Statutes, Chapter 429, as amended. The property proposed to be assessed for such abatement is described above. The City of Shoreview's total cost of the abatement is Three Hundred Seventy & 65/100 Dollars (\$370.64). The proposed amount to be assessed is Three Hundred Seventy & 65/100 Dollars (\$370.64).

Such persons as desire to be heard with reference to the proposed assessment will be heard at this meeting.

An owner may appeal an assessment to District Court pursuant to Minnesota Statute 429.081 by serving notice of appeal upon the Mayor or City Manager of the City within 30 days after the adoption of the assessment and filing such notice with the District Court within ten (10) days

after service upon the Mayor or City Manager; however, no appeal may be taken as to the amount of any individual assessment unless a written objection signed by the affected property owner is filed with the City Manager prior to the assessment hearing or presented to the presiding officer at the hearing.

You may at anytime prior to certification of the assessment to the County Auditor, pay the entire assessment on such property to the City of Shoreview. No interest shall be charged on this assessment.

BACKGROUND

An abatement hearing was held before the City Council on Monday, June 6, 2011. At the hearing the City council adopted Resolution 11-32 to abate vegetative growth at 4711 Laura Lane, and to charge the property owner, for the cost of abatement, including administrative costs. The City Manager was also authorized to monitor the property throughout the 2011 and 2012 growing seasons and to abate any future vegetative growth on the property that does not comply with City Regulations.

Our records indicate that the amount shown on your abatement account is past due. Pursuant to section 210.020 of the Municipal Code, the unpaid account balance will be certified to the County Auditor as a lien against the property, and the County Auditor will levy an assessment on next year's tax statement.

Even though these charges will be added to the property tax statement, this does not make them tax deductible on your income taxes. According to Internal Revenue Code Section 164, only the total property before special assessments and other charges can be deducted for income tax purposes. Special assessments and service charges such as certified delinquent abatement bills (including administrative fees, late fees, and the cost of the abatement) are not deductible because they represent charges for services that, if paid in a timely fashion, would not have been collected on the property tax statement.

To avoid certification of these charges, pay the amount due by 10-06-11

For your convenience, we will accept credit card payments. If you have any questions relating to your account or the certification process, please feel free to contact me at 651-490-4687 or via email at bmarshall@shoreviewmn.gov.

BY ORDER OF THE CITY COUNCIL

/s/ Terry C. Schwerm, City Manager
MAILED: August 16, 2011

**CITY OF SHOREVIEW**4600 Victoria Street North
Shoreview, MN 55126-5817

Invoice

Invoice Number	00004848
Account Number	102620
Due Date	08-07-11
Amount Due	\$370.64

THAO, WA XENG AND CHUE YANG
4711 LAURA LANE
SHOREVIEW, MN 55126

00004848000000037064

Charges for goods and/or services as follows:

WEED ABATEMENT AT 4711 LAURA LANE, SHOREVIEW, MN 55126

ABATEMENT BILLING	110.34
ABATEMENT BILLING	260.30

TOTAL DUE: \$370.64

Please make check payable to: City of Shoreview

Questions may be directed to (651)490-4629.

Please Retain This Portion For Your Records

Invoice Number	00004848
Account Number	102620
Due Date	08-07-11
Amount Due	\$370.64

<--Pay by this date to avoid late fees

**EXTRACT OF MINUTES OF MEETING OF THE
CITY COUNCIL OF SHOREVIEW, MINNESOTA**

HELD SEPTEMBER 6, 2011

* * * * *

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota was duly called and held at the Shoreview City Hall in said City on September 6, 2011, at 7:00 p.m.

The following members were present:

and the following members were absent:

Member Wickstrom introduced the following resolution and moved its adoption.

RESOLUTION NO. 11-61

**RESOLUTION ADOPTING THE ASSESSMENT
FOR THE COST OF NUISANCE AND/OR VEGETATIVE GROWTH ABATEMENT.**

1. 1698 Lois Drive (04-30-23-41-00-34)
2. 1704 Oakwood Drive (04-30-23-43-00-25)
3. 4711 Laura Lane (13-30-23-32-00-95)

WHEREAS, the City Council of the City of Shoreview, Minnesota, pursuant to proper mailed and published notice in accordance with Minnesota State Statute 429.061, has held a public hearing to consider the proposed assessment for the cost of nuisance and/or vegetative growth abatement

WHEREAS, the City Council has received and passed upon all written and oral objections presented to it with regard to said proposed assessment.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Shoreview, Minnesota, as follows:

1. The proposed assessment is hereby accepted and shall constitute a special assessment against the properties located at:
 1. 1698 Lois Drive (04-30-23-41-00-34) \$404.65
 2. 1704 Oakwood Drive (04-30-23-43-00-25) \$381.35
 3. 4711 Laura Lane (13-30-23-32-00-95) \$370.64
2. The assessment for the cost of nuisance and/or vegetative growth abatement, on each property, is to be paid in a single installment.

3. The owner of the property so assessed, may at any time prior to certification of the assessment to the County Auditor, pay the entire amount of the assessment on such property with interest accrued to the date of payment to the City Treasurer, except that no interest shall be charged if said assessment is paid within thirty (30) days from the date of the adoption of this resolution.
4. The City Manager shall transmit a certified copy of this assessment to the County Auditor to be extended on the property tax list of the County Auditor and such assessment shall be collected and paid over the same manner as other municipal taxes.

The motion for the adoption of the foregoing resolution was duly seconded by Member _____ and upon vote being taken thereon, the following voted in favor thereof:

Mayor

and the following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted this 6th day of September, 2011.

STATE OF MINNESOTA)

)

COUNTY OF RAMSEY)

)

CITY OF SHOREVIEW)

I, the undersigned, being the duly qualified and acting Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council held on the 6th day of September, 2011 with the original thereof on file in my office and the same is a full, true and complete transcript therefrom insofar as the same relates to adopting the Assessment for the cost of nuisance and/or vegetative growth abatement.

WITNESS MY HAND officially as such Manager and the corporate seal of the City of Shoreview, Minnesota, this 6th day of September, 2011.

Terry C. Schwerm
City Manager

SEAL

PROPOSED MOTIONS

Moved by Council member _____

Seconded by Council member _____

To adopt resolution number 11-55 establishing a preliminary City tax levy of \$9,290,086, and a preliminary HRA tax levy of \$70,000 for collection in 2012.

ROLL CALL:	AYES	NAYS
Huffman	_____	_____
Quigley	_____	_____
Wickstrom	_____	_____
Withhart	_____	_____
Martin	_____	_____

Moved by Council member _____

Seconded by Council member _____

To set a public budget hearing for Monday, December 5, 2011 at 7:00 p.m. to discuss the 2012 City budget, tax levy and capital improvement program.

ROLL CALL:	AYES	NAYS
Huffman	_____	_____
Quigley	_____	_____
Wickstrom	_____	_____
Withhart	_____	_____
Martin	_____	_____

Jeanne A. Haapala
Finance Director
September 6, 2011
Council Meeting

TO: Mayor and City Council

FROM: Terry C. Schwerm, City Manager
Jeanne A. Haapala, Finance Director

DATE: August 17, 2011

RE: 2012 Budget and Preliminary Tax Levy

A motion for adoption of the preliminary tax levy is provided for Council consideration, as well as a motion to set a time and date for the budget hearing. This report provides information about the truth in taxation process, the preliminary tax levy, levy limits, residential property values and taxes, and the General fund budget.

TRUTH IN TAXATION REQUIREMENTS

For taxes payable in 2012, the State “truth in taxation” (TNT) process is essentially unchanged. The City is required to:

- Certify a preliminary tax levy and public hearing date to the County by September 15
- Announce the date and time for the budget hearing during the Council meeting when the preliminary levy is adopted (a motion is provided for this requirement)
- Hold a public budget hearing at a regularly scheduled Council meeting between November 25 and December 26
- Certify a final tax levy to the County by December 28

Although a published notice for the budget hearing is not required, Shoreview voluntarily developed and published a notice for the 2011 budget, using a format somewhat patterned after previous TNT notices. Staff recommends publishing a similar notice for the 2012 budget.

Even though the Council may elect to adopt the budget at the same meeting as the budget hearing, staff recommends continuing the practice of adopting the budget and tax levy at the second meeting in December. This gives Council and staff additional time to consider public testimony, and potentially make changes based on discussion at the public hearing.

The County schedule for mailing parcel specific truth in taxation notices remains the same, with a mailing date between November 10 and November 22.

EDA LEVY

For 2012, the Economic Development Authority (EDA) recommended that the City Council adopt a \$70,000 tax levy for the HRA and a \$55,000 tax levy for the EDA. These levies are included in the attached preliminary levy resolution. Because the HRA levy is considered a special taxing district, the HRA levy is separated from all other levies in the resolution. It is not necessary for the EDA to hold a public budget hearing for their proposed levies, because it is exempt from the public hearing requirement under the Truth in Taxation law.

PRELIMINARY TAX LEVY

At the August 8 and August 15 workshop meetings the City Council reviewed preliminary levy projections and projects listed in the capital improvement. Based on discussion at the workshop, staff reduced the proposed levy by \$202,000 to bring the increase in levy collections to less than 3.36%.

The table below summarizes the City Manager's recommended tax levy, in comparison to the 2011 adopted levy. When reviewing the levy in terms of the areas of impact (the column at the right side of the table), it is interesting to note that the portion of the levy supporting City services (including the tax supported share of staff costs) causes a 1.15% increase in the tax levy. The remaining 2.21% increase in the levy is the result of debt, capital replacement funds, capital improvement funds, the EDA and HRA. The modest increase in the General Fund share of the levy is due primarily to the elimination of a position through an anticipated retirement.

Description	2011 Adopted Levy	2012 Requested Levy	Change		Percent Impact on Total Levy
			\$	%	
General fund (excluding MVHC in 2011)	\$ 6,345,734	\$ 6,450,086	\$ 104,352	1.64%	1.15%
Debt (all funds combined)	625,000	675,000	50,000	8.00%	0.55%
Street Renewal fund	750,000	800,000	50,000	6.67%	0.55%
General Fixed Asset Repl fund	1,150,000	1,200,000	50,000	4.35%	0.55%
Capital Improvement fund	100,000	110,000	10,000	10.00%	0.11%
Total City Levy	\$ 8,970,734	\$ 9,235,086	\$ 264,352	2.95%	2.92%
EDA	25,000	55,000	30,000	120.00%	0.33%
HRA tax levy	60,000	70,000	10,000	16.67%	0.11%
Total EDA/HRA Levy	85,000	125,000	\$ 40,000	47.06%	0.44%
Net Levy Collections	\$ 9,055,734	\$ 9,360,086	\$ 304,352	3.36%	3.36%

Since estimated values from Ramsey County were not available in time for this report, estimated values and tax rates are not shown in this table. In addition, due to changes in the way Market Value Homestead Credit works, it is not yet possible for staff to estimate the impact of the levy on individual homes. We hope to present both value and estimated tax information at budget workshops in October and November.

BUDGET WORKSHOPS

Staff is assembling the recommended budget, using the new format discussed with the City Council at a workshop earlier this year. As in previous years, several budget work sessions will be held in October and November to review the entire budget and capital improvement plan, in anticipation of the budget hearing on December 5.

From a staff perspective, the budget process this year has been quite unique, because staff is simultaneously writing a new budget system while processing the budget and CIP on the new system. In addition, we are designing ways to automate as much of the Five-year Operating Plan as is practical in this first year. The new system will provide numerous improvements in the presentation of budget data, and will incorporate analysis not previously provided in the document. Staff looks forward to reviewing the new format with the City Council this fall, in support of budget workshop discussions.

SUMMARY

As stated on the first page of this report, staff recommends that the City continue its practice of holding a budget hearing at the first regular meeting in December, and consider adoption of the levy and budget at the second meeting in December.

Staff recommends adoption of the attached proposed resolution setting the preliminary tax levy in the amount of \$9,290,086 and \$70,000 for the City and HRA respectively. Staff also recommends setting the budget hearing for the first regular Council meeting in December by approving the attached motion.

As in the past, once the preliminary levy is adopted the Council may decrease the levy, but may not increase the levy at the time of final adoption.

**EXTRACT OF MINUTES OF MEETING OF THE
CITY COUNCIL OF SHOREVIEW, MINNESOTA
HELD SEPTEMBER 6, 2011**

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota, was duly called and held at the Shoreview City Hall in said City on September 6, 2011 at 7:00 p.m. The following members were present: ____; and the following members were absent: ____.

Council member ____ introduced the following resolution and moved for its adoption.

**RESOLUTION NO. 11-55
RESOLUTION CERTIFYING THE PROPOSED TAX LEVY FOR
FISCAL YEAR 2010 COMMENCING JANUARY 1, 2012
BASED UPON THE REQUIREMENTS OF THE 2011 TAX LAW;**

WHEREAS, Current tax law requires cities over 2,500 population to certify a proposed tax levy to the County Auditor by September 15, and;

WHEREAS, the Finance Director has prepared a preliminary budget for the fiscal year 2012 based upon the requests of departments, the requirements of the 2011 tax law, and the recommendation of the EDA, and;

WHEREAS, the City Manager has recommended a proposed tax levy to support the recommended 2012 budget, and;

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Shoreview, Ramsey County, Minnesota that the proposed preliminary 2012 property tax levy for the City and for the HRA is as follows:

General levy	\$6,450,086
EDA	55,000
Capital funds	<u>2,110,000</u>
Sub-total General levy	\$8,615,086
Debt levy	<u>675,000</u>
Sub-total City tax levy	\$9,290,086
 HRA levy	 <u>\$ 70,000</u>
 Total Certified Levy	 <u>\$9,360,086</u>

Page 2
September 6, 2011
Resolution 11-55
2012 Proposed Tax Levy

BE IT FURTHER RESOLVED, that 1) this proposed tax levy resolution is being submitted by the City in accordance with Minnesota Statutes; 2) the City Council of the City of Shoreview may reduce this levy prior to final adoption, but may not increase the final levy over the amount specified in this resolution; and 3) the resolution represents a good faith effort by the City to substantially comply with applicable law and the guidance supplied by the Department of Revenue and Ramsey County.

The motion for the adoption of the foregoing resolution was duly supported by Council member ____ and upon vote being taken thereon, the following voted in favor thereof: ____; and the following voted against same: ____.

WHEREUPON, said resolution was declared duly passed and adopted this 6th day of September 2011.

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to approve the application for an on-sale intoxicating liquor license for Red
Ginger China Bistro, located at 5999 Rice Creek Parkway.

ROLL CALL:	AYES	_____	NAYS	_____
HUFFMAN		_____		_____
QUIGLEY		_____		_____
WICKSTROM		_____		_____
WITHHART		_____		_____
MARTIN		_____		_____

TO: MAYOR AND COUNCILMEMBERS

**FROM: TERRI HOFFARD
DEPUTY CLERK**

DATE: AUGUST 29, 2011

**SUBJECT: APPLICATION FOR AN ON-SALE INTOXICATING LIQUOR
LICENSE—RED GINGER CHINA BISTRO, 5999 RICE CREEK
PARKWAY**

INTRODUCTION

An application has been received from Michael Chan for an on-sale intoxicating liquor license for Red Ginger China Bistro located at 5999 Rice Creek Parkway.

DISCUSSION

In 2002, the City Council approved an on-sale intoxicating liquor license for the Red Ginger Asian Bistro restaurant located at 5999 Rice Creek Parkway in the Rice Creek Center. The Red Ginger Asian Bistro closed in December 2008. In October of 2009, Michael Chan reopened the restaurant as the Red Ginger China Bistro and has had an on-sale wine and an on-sale 3.2% liquor license for the establishment since that time.

Mr. Chan has now applied for an intoxicating liquor license and has submitted the necessary application and paperwork and has been notified of our compliance check and administrative penalty regulations.

An annual background check was recently completed as part of the license renewal process and showed no violations. Police records for the establishment were also reviewed as part of this renewal process and showed no alcohol related issues.

Mr. Chan and his employees also completed an alcohol compliance training program with Capitol Beverage Sales on August 23, 2011. A representative from the Red Ginger China Bistro will be available at the meeting to answer any questions or concerns the Council may have.

RECOMMENDATION

Staff recommends approval of an on-sale intoxicating liquor license for Red Ginger China Bistro, located at 5999 Rice Creek Parkway.



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division (AGED)
444 Cedar Street, Suite 133, St. Paul, MN 55101-5133
Telephone 651-296-6979 Fax 651-297-5259 TTY 651-282-6555

Certification of an On Sale Liquor License, 3.2% Liquor license, or Sunday Liquor License

Cities and Counties: You are required by law to complete and sign this form to certify the issuance of the following liquor license types:
1) City issued on sale intoxicating and Sunday liquor licenses
2) City and County issued 3.2% on and off sale malt liquor licenses

Name of City or County Issuing Liquor License Shoreview License Period From: _____ To: 6/30/12

Circle One: New License License Transfer _____ Suspension Revocation Cancel _____
(former licensee name) (Give dates)

License type: (circle all that apply) On Sale Intoxicating Sunday Liquor 3.2% On sale 3.2% Off Sale

Fee(s): On Sale License fee: \$4000.00 Sunday License fee: \$200.00 3.2% On Sale fee: \$ _____ 3.2% Off Sale fee: \$ _____

Licensee Name: Red Ginger China Bistr^o DOB 4-11-71 Social Security # 475-21-9707
(corporation, partnership, LLC, or Individual) pkwy

Business Trade Name Red Ginger China Bistr^o Business Address 5999 Rice Creek City Shoreview

Zip Code 55126 County Ramsey Business Phone (651) 784-3200 Home Phone (763) 717-4782

Home Address 7515 Jackson St NE City Fridley Licensee's MN Tax ID # 1162941

Licensee's Federal Tax ID # 27-0846008
(To apply call 651-290-3905) (To Apply call 651-296-6181)

If above named licensee is a corporation, partnership, or LLC, complete the following for each partner/officer:

Partner/Officer Name (First Middle Last)	DOB	Social Security #	Home Address
(Partner/Officer Name (First Middle Last))	DOB	Social Security #	Home Address
Partner/Officer Name (First Middle Last)	DOB	Social Security #	Home Address

Intoxicating liquor licensees must attach a certificate of Liquor Liability Insurance to this form. The insurance certificate must contain all of the following:

- 1) Show the exact licensee name (corporation, partnership, LLC, etc) and business address as shown on the license.
- 2) Cover completely the license period set by the local city or county licensing authority as shown on the license.

Circle One: (Yes No) During the past year has a summons been issued to the licensee under the Civil Liquor Liability Law?

Workers Compensation Insurance is also required by all licensees: Please complete the following:

Workers Compensation Insurance Company Name: SFM Policy # 35685.201

I Certify that this license(s) has been approved in an official meeting by the governing body of the city or county.
City Clerk or County Auditor Signature _____ Date _____
(title)

On Sale Intoxicating liquor licensees must also purchase a \$20 Retailer Buyers Card. To obtain the application for the Buyers Card, please call 651-215-6209, or visit our website at www.dps.state.mn.us.

CITY OF SHOREVIEW LIQUOR LICENSE APPLICATION

This license application will not be processed until the following applicable information is provided, along with the necessary attachments and fees:

1. Type(s) of Liquor License(s) for which application is submitted:

- | | | |
|-------------------------------------|---|---------|
| <input type="checkbox"/> | Intoxicating Liquor On Sale | \$5,000 |
| <input checked="" type="checkbox"/> | Intoxicating Liquor On Sale w/Training | \$4,000 |
| <input type="checkbox"/> | Intoxicating Liquor On Sale Wine | \$1,000 |
| <input type="checkbox"/> | Intoxicating On Sale Vet. Organization | \$ 300 |
| <input type="checkbox"/> | Transfer | \$ 200 |
| <input type="checkbox"/> | Intoxicating Liquor Off Sale | \$ 200 |
| <input checked="" type="checkbox"/> | Intoxicating Liquor Sunday Sale | \$ 200 |
| <input type="checkbox"/> | 3.2 Percent Liquor On Sale | \$ 150 |
| <input type="checkbox"/> | 3.2 Percent Liquor Off Sale | \$ 50 |
| <input type="checkbox"/> | Intoxicating or 3.2 Percent Liquor
Special Event | \$ 10 |

2. Person making application:

Name Michael Zhong Lei Chan
Address 7515 Jackson St NE Fridley, MN 55432
Telephone (952) 200-0946 Date of Birth 04/11/1971

3. Partnership application (information required in addition to Number 2 where license is to be issued in the name of a Partnership).

Name of partnership _____
Address _____
Telephone number _____
Date of partnership formation _____
MN Tax ID _____ Federal Tax ID _____
Name, address, telephone number, and date of birth of all partners:

Name	Address	Telephone	Date of Birth

4. Corporation application (information required in addition to Number 2 where license is to be issued in the name of a Corporation).

Name of corporation Red Ginger china Bistro, Inc.
Address 5999 Rice Creek Pkwy S102
Telephone number (651) 784-3200
Date of incorporation 9-1-2009
MN Tax ID 1162941 Federal Tax ID 27-0846008
Is Corporation authorized to do business in Minnesota? yes
Name, address, telephone number, and date of birth of all shareholders and officers:

Name	Address	Telephone	Date of Birth
Michael Chan	4515 Jackson St NE Fridley, MN 55432	952-200- 0946	4-11-71

5. Application for **3.2 PERCENT LIQUOR SPECIAL EVENT LICENSE**. (information is required in addition to Number 2 where application is for 3.2 Percent Liquor Special Event).

Name of organization _____
Address _____
Telephone number _____
Date _____
Place of special event _____
General description of the special event and purpose: _____

Are you requesting the City waive the investigation fee? _____

6. **BUSINESS NAME** to be used in connection with the liquor license? Red Ginger
China Bistro, Inc.

7. Property on which **Business** will be conducted:

Post office address 5999 Rice Creek Pkwy Shoreview MN 55126
Legal description _____

Name, address, and telephone number of legal entity which owns the premises on which the business will be conducted:

NAME	ADDRESS	TELEPHONE
Thorpe Enterprise	12 S 6th St #620 Mpls, MN 55402	612-247 8909

8. List the full name, addresses and telephone numbers of the manager(s), assistant manager(s), and any other individual with management responsibilities for the premises to be licensed:

NAME	ADDRESS	TELEPHONE

9. Describe, generally, the type of business to be conducted, the services to be offered, and the items to be sold on the licensed premises:

Restaurant

10. State the total cost of assets acquired to start this business including the business premises, if purchased, fixtures, furniture, equipment, merchandise for resale, cash for working capital, prepaid insurance and any other assets. (If acquired from predecessor, attach purchase agreement):

\$ 80,000

11. Of the above cost of assets acquired, state the amount that is provided by the person(s) investing in this business:

\$ 60,000

12. The following items must be attached and submitted with this application, along with all required fees:

- ☒ Completed and verified license application form as prescribed by the Commissioner of Public Safety (for all licenses except 3.2 Percent Liquor Special Event-SV Code 801.040(B).
- ☒ Scale drawing of floor plan of premises to be licensed showing its relationship to boundaries of property on which the premises is located (for all initial license applications-SV Code 801.040(D).

- ☒ Certificate of Insurance (for all Intoxicating Liquor On Sale, Intoxicating Liquor On Sale Wine, and Intoxicating Liquor Off Sale-SV Code 801.040(F).
- ☐ Filed copy of Articles of Incorporation (for Corporate applications only).
- ☐ Executed copy of Partnership Agreement (for Partnership applicants only).
- ☒ Copy of lease (where applicant does not own property or premises on which business will be conducted).
- ☐ \$200.00 investigation fee (for all new applications or for liquor license transfers where authorized-SV Code 801.040(A).

Dated this 8-24-11 day of _____, 200 11

I, hereby, under oath, state that the information contained in this Application is true and correct to the best of my knowledge; that I have received a copy of the Shoreview Liquor Ordinance; and that I will notify the City of Shoreview as soon as any of the facts in this Application change. I further acknowledge that the falsification of any information contained in this Application will be cause for denial of the License Application or for revocation of a license which has been issued.

Michael
Individual Making Application

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to authorize the placement of STOP signs on Terrace Drive at the intersection with Pascal Street.

ROLL CALL:	AYES	NAYS
HUFFMAN	_____	_____
QUIGLEY	_____	_____
WICKSTROM	_____	_____
WITHHART	_____	_____
MARTIN	_____	_____

TO: MAYOR, CITY COUNCIL, AND CITY MANAGER

FROM: MARK J. MALONEY, P.E.
PUBLIC WORKS DIRECTOR

DATE: AUGUST 26, 2011

SUBJECT: TRAFFIC CONTROL RECOMMENDATION
STOP SIGNS ON TERRACE DRIVE AT PASCAL STREET

INTRODUCTION

City staff has received a request for changes to traffic control at the intersection of Terrace Drive and Pascal Street. Per Minnesota Statutes Chapter 169, City Council action as local road authority is necessary to establish or alter permanent traffic regulations on City streets.

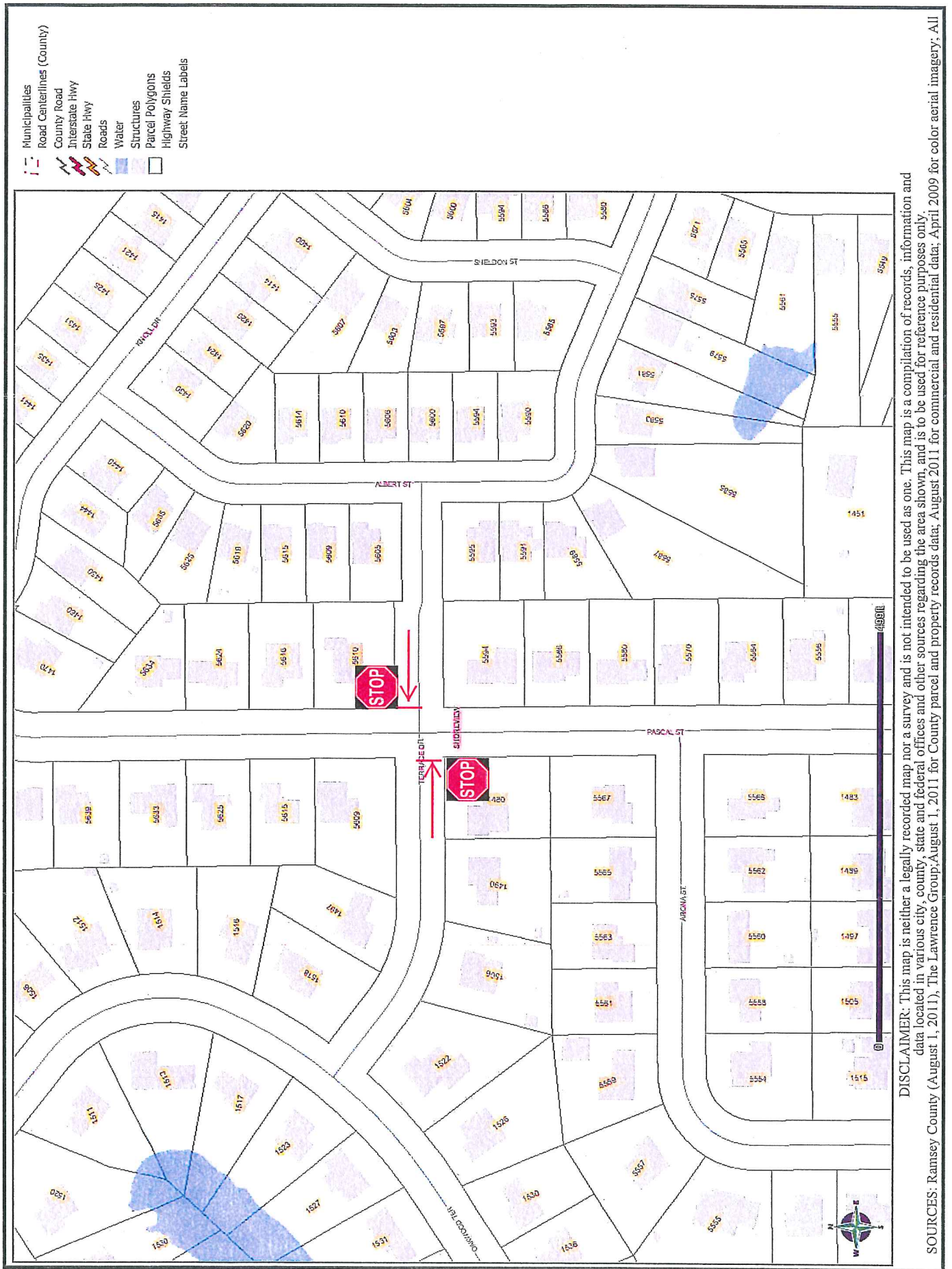
DISCUSSION

The City has recently received a request to modify traffic control at the Terrace Drive/Pascal Street intersection. City Staff typically analyzes traffic control requests and presents the findings to the City Council. This intersection is currently uncontrolled (no STOP signs) and there are reports of drivers being unclear on the assignment of right of way. A number of Shoreview residential areas that developed prior to the late 1980's were assumed to have low enough traffic volumes that no STOP signs were needed at intersections of local streets. Over the years, the traffic volumes have increased as residential land uses have generated a larger number of vehicle trips, and with the high traffic volumes the intersections appear to require some measure of traffic control. In this case it appears that it would be advantageous to place STOP signs on the Terrace Drive (east-west) legs to aid in the assignment of right of way in the intersection. Please refer to attached map.

The immediate neighborhood of this intersection has been notified of the proposed change and asked to indicate comments and/or concerns with the modification. At the time of this report, the City has received one e mail (attached) comment that supports staff's recommendation.

RECOMMENDATION

Staff recommends that the City Council authorize the placement of STOP signs on Terrace Drive at the intersection with Pascal Street.



DISCLAIMER: This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only.

SOURCES: Ramsey County (August 1, 2011), The Lawrence Group (August 1, 2011) for County parcel and property records data; August 2011 for commercial and residential data; April 2009 for color aerial imagery; All

MARK MALONEY - Fwd: Possible stop sign @ Terrace & Pascal

From: CHARLIE GRILL
To: MALONEY, MARK
Date: 8/22/2011 7:06 AM
Subject: Fwd: Possible stop sign @ Terrace & Pascal

>>> "Joel Kohout" <joel_kohout_1358@q.com> 8/19/2011 4:10 PM >>>

I fully support putting a stop sign at the above location. I have lived at 5624 Pascal Street North for 20 years, and have almost been creamed on a weekly basis by cars zooming through Terrace Drive without even pausing to look for other traffic. Thank you!

SPECIAL ORDER OF BUSINESS
SEPTEMBER 6, 2011

1.

2.

3.

4.

5.

**ADJOURNMENT MOTION
SEPTEMBER 6, 2011**

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to adjourn the meeting at _____ on September 6, 2011. Mayor
Martin declared the meeting adjourned.

ROLL CALL: AYES____ **NAYS** ____

